



The Maritime Academy Of Toledo

Rank And Promotion Handbook for Cadet Chief Petty Officer

Rank of Chief Petty Officer		Nautical/Maritime Terms	Nautical/Maritime Definition	Maritime Academy Terminology
1.	Chief Petty Officer	A/B or ABLE BODIED SEAMAN	A member of the deck crew who is able to perform all the duties of an experienced seaman; certificated by examination and has three years sea service. Also called Able Seamen and A.B.	Cadet (Student) Able Bodied Seaman (Experienced)
2.	Chief Petty Officer	ABAFT	Toward the rear (stern) of the boat. Behind	At The Rear Of The School Bldg
3.	Chief Petty Officer	ADRIFT	Loose, not on moorings or towline. Not moored, at the will of the wind and tide. From the middle English drifte (to float). Sailors used the word to describe anything missing or come undone. From this word came drifter, a person without purpose or aim in life.	Cadet (Student) Out Of Class Walking The Hallways Aimlessly, Or Aimless Behaviors
4.	Chief Petty Officer	AFT	Near or toward the stern of the vessel	Rear Of School Building
5.	Chief Petty Officer	AGROUND	Touching or fast to the bottom.	In Violation Of Discipline Code Cadet In Trouble
6.	Chief Petty Officer	ARBITRATION	Method of settling disputes usually applied to a charter party.	Grievance / Arbitration Proceedings
7.	Chief Petty Officer	ARTICLES OF AGREEMENT	The document containing all particulars relating to the terms of agreement between the Master of the vessel and the crew. Also known as ship's or shipping articles.	Employee, Student And Parent Contracts And Handbook Policies And Procedures
8.	Chief Petty Officer	ASTERN	Behind, or a backward direction in the line of a vessel's fore and aft line. When a vessel moves backwards it is said to move astern; opposite to ahead.	Behind, Backwards
9.	Chief Petty Officer	AVAST	Halt! Contraction of two French words, 'Haud Vast', meaning to 'hold fast'. In other words, hang on and stop what you're doing.	Stop Stop And Wait
10.	Chief Petty Officer	BATTEN DOWN	Make fast, secure, or shut. Secure hatches and loose objects both within the hull and on deck. Originally, deck hatches did not have hinged, attached covers. Hatch covers were separate pieces which were laid over the hatch opening, then made fast with battens (pieces of timber).	Secure, Shut
11.	Chief Petty Officer	BIG CHICKEN DINNER	A bad conduct discharge. In many ways, equivalent to a felony conviction.	Expulsion Determination

12.	Chief Petty Officer	BINNACLE LIST	A ship's sick-list. A binnacle was the stand on which the ship's compass was mounted. In the eighteenth century and probably before, a list was given to the officer or mate of the watch, containing the names of men unable to report for duty. The list was kept at the binnacle. Many novice Sailors, confusing the words "binnacle" and "barnacle-," have wondered what their illnesses had to do with crusty growths found on the hull of a ship. Their confusion is understandable. Binnacle is defined as the stand or housing for the ship's compass located on the bridge. The term binnacle list, in lieu of sick list, originated years ago when, in the eighteenth century (and probably before), ships' corpsmen used to place a list of the sick on the binnacle each morning to inform the Captain about the crew's health. After long practice, it came to be called the Binnacle List.	Absentee Rport
13.	Chief Petty Officer	BLACK BOOK	From the 1300's - a collection of maritime laws and conduct that became known as the Black Book of the Admiralty. The punishments for offenses was harsh, to say the least.—drowning, starvation, and marooning were punishments for serious offenses such as repeatedly sleeping on watch. As used today, if you're listed in someone's black book, you have offended them in some way.	Log Book Of Offenders—those who have violated the code of conduct, Including Specific Infractions And Related Consequences As Defined In The School Policies- Procedures, Parent, And Student Handbooks (Maintained In A Database)
14.	Chief Petty Officer	BOOBY HATCH	BOOBY HATCH - A booby hatch is a small, covered compartment under the deck, toward the bow. Sailors were punished (perhaps by the Black Book) by confinement in the booby hatch.	In School Suspension/Detention Area
15.	Chief Petty Officer	BOOT CAMP	Training Camp. During the Spanish-American War, Sailors wore leggings called boots, which came to mean a Navy (or Marine) recruit. These recruits trained in "boot" camps.	Seaman Recruit Boot Camp (Maritime Formation Classes) Officer Boot Camp (New Faculty Institutes)
16.	Chief Petty Officer	BOW	The forward part of a boat.	Front Of School Building
17.	Chief Petty Officer	BRIG	A prison, detention area while at sea. 1) Lord Nelson used a brig (type of ship) for removing prisoners from his ships, hence prisons at sea became known as brigs. 2) One of the smaller but more versatile warships of the sailing era was the two-masted 'brigantine' (French word for 'Bandit'), or 'brig' as it was abbreviated by the Royal Navy. Small, fast, and well-armed for its size, it served as a scout for the bigger ships, patrol vessel, convoy escort, and errand boy for the fleet. In the last case, it would often be used to run mail, fresh provisions, spare parts, and personnel back and forth to England. Admiral Nelson found them very handy to transport prisoners of war. So many were his victories and so great was his success that for a period of time nearly every brig arriving in England had prisoners aboard, and so many were modified as sea-going jails for this express purpose. With every ship having at least one or two troublesome crewmen as well as an occasional prisoner of war, it was customary to put him in the ships own "brig" for a spell.	Detention Classroom for Cadets who violate the Code of Conduct. No cadet will be released from the brig until all work is complete, behavior is exemplary for at least 24 hours and behavior is not repetitive. Repetitive behaviors double brig time each time there is a code violation.

18.	Chief Petty Officer	BULKHEAD	A name given to any vertical partition which separates different compartments or spaces from one another.	Interior Walls Of The School
19.	Chief Petty Officer	BUMBOAT	A boat selling supplies or provisions to ships. Derived from the Dutch boomboat, a broad-beamed fishing boat. Or, possibly from bumbay, an old Suffolk word meaning quagmire. This word appeared in England in 1695 referring to scavenging boat regulations. These boats were employed to remove 'filth' from ships and also to carry fruits and vegetables for sale on board. (I didn't make that up!)	School Vendors
20.	Chief Petty Officer	BY AND LARGE	1) Colloquial term meaning 'For the most part.' Origin of the term seems to be that a ship was considered particularly seaworthy if it could sail both 'by' (close to the wind) and 'large' (broad to or before the wind). 2) A term derived from two sailing terms combined: "By the wind" (Close-hauled), and "Sailing Large" (Running Free). The term, 'at large' , also comes from this usage.	For The Most Part
21.	Chief Petty Officer	BY GUESS AND BY GOD	An early form of navigation, relying upon experience, intuition and faith. Has come to mean inspired guesswork.	Inspired Guesswork
22.	Chief Petty Officer	BY THE BOARDS	Beyond the wooden boards that make up the deck and ship's planking. To throw over the side, or to pass by the side, of a vessel. To come aboard, on the other hand, means to come 'on the boards (deck)' of the vessel. (Still used today, though the wood is in short supply on most new boats.) By the boards has come to express a lost opportunity or to let something pass.	Lost Opportunity
23.	Chief Petty Officer	CABIN	A compartment for passengers or crew.	Classrooms, Class Areas, And Class Meeting Space
24.	Chief Petty Officer	CAPTAIN	Captain is both a nautical term and a military rank. The word came to English via French from the Latin <i>capitaneus</i> ("chief") which is itself derived from the Latin word for "head" (<i>caput</i>). The term has different meanings both at sea and in the military. Confusion between the three types of captain (nautical, naval and army) often exists in literature, drama and real life. The customs indicated are necessary to avoid confusion at sea when the question of "Who is in charge of the ship?" may be a matter of life and death. Latin in origin. "Caput" meaning "head" or "leader". The commanding officer of a military unit. As a courtesy, a Lieutenant commanding a patrol boat is addressed as "Captain".	Superintendent is the Captain, the Highest Ranking Officer in the Academy:
25.	Chief Petty Officer	CAPTAIN PROTOCOL	Doing things well in a consistent and proper fashion is a way of showing pride in oneself and one's organization. showing respect to your fellow seamen and having respect for nautical traditions and protocols allows a ship to run smoothly.	Captain's Orders: School Policies & Procedures and Code of Conduct
26.	Chief Petty Officer	CAPTAIN'S MAST	A disciplinary hearing during which the commanding officer of a naval unit studies and disposes of cases against the enlisted personnel in the unit.	Appeal Hearing Before the Captain and/or School Board
27.	Chief Petty Officer	CARRY ON	The order to resume work. In the days of sail, the Officer of the Deck kept a weather eye constantly on the slightest change in wind, so sails could be reefed or added as necessary to ensure the fastest headway. Whenever a good	Resume Your Work Continue What You Are Doing

			breeze came along, the order to "carry on" would be given. It meant to hoist every bit of canvas the yards could carry. Pity the poor Sailor whose weather eye failed him and the ship was caught partially reefed when a good breeze arrived. Through the centuries the term's connotation has changed somewhat. Today, the term means to continue with your work.	
28.	Chief Petty Officer	CASTAWAY	A shipwrecked sailor. Not, as often used, a sailor marooned or put ashore as punishment. To cast away was to commit a deliberate act to cause a ship to sink, to be lost or to make it necessary to abandon her. Cast Off	Cadet Sent To Detention
29.	Chief Petty Officer	CHANDLER	A person who deals in the selling of provisions, dried stores, etc.	School Sales Reps
30.	Chief Petty Officer	CHANNEL FEVER	Anxious to get home, or reach port.	Anxious To Leave School for Home
31.	Chief Petty Officer	CHARGE BOOKS	<p>1) The use of the charge book dates back to World War II. Due to losses incurred in combat, Commanding Officers were authorized to advance deserving, and qualified personnel to Chief Petty Officer. Prior to moving into the Chief Petty Officer quarters, Commanding Officers directed the selectee to go to each chief aboard and obtain a list of their duties and responsibilities, and get their signatures. This way, the prospective chief was knowledgeable about the members of the mess, and where to go for assistance to solve problems. With each chief's duties and responsibilities entered into the charge book along with the chief's signature, it was then presented to the Commanding Officer. When the Commanding Officer was satisfied that his selectee was knowledgeable about the mess, he would advance him at quarters in front of ship's company. 2) During World War II, Commanding Officers were authorized to advance and promote deserving and qualified sailors to the highest enlisted rank of Chief Petty Officer. The determination of "deserving and qualified" could be difficult for the CO. The situation also presented challenges to the Sailor who aspired to attain a Chief rating. From these dilemmas sprang the original charge books. Chiefs began to direct PO1's to prepare themselves to assume the additional responsibilities. Ship's professional libraries were nonexistent or poorly stocked and much had to be learned directly from conversations with the Chiefs themselves and taken down to be studied later. In addition to the technical aspects of the various ratings, CPO's also talked to the PO1's about leadership, accountability, supporting the chain of command, and other subject matter often using personal experiences to illustrate how something should (or should not) be done. The collection of notes and study material eventually came to be called a "Charge Book" perhaps because those who kept them were their "Charges" (entrusted to their care) for professional development or perhaps because the entries included "Charges" (authoritative instructions or tasking of a directive nature).</p>	Non-Commissioned And Commissioned Officers Record Books Of Students' Recommendations And Merit Forms For Promotion In Rank

32.	Chief Petty Officer	CHART	A map for use by navigators. Chart is from the Latin word 'charta', or the Greek, 'charte', which was a kind of papyrus. In middle English, the chart or maps were known as 'sea cards'.	Lesson Plan And Weekly Schedule Of Events
33.	Chief Petty Officer	CHEVRONS	Chevron is a French word meaning rafter or roof, which is what a chevron looks like; two straight lines meeting at an angle just as rafters do in a roof. Chevrons were easily recognized symbols that indicated length of service with points up and rank with the points down. Chevrons of gold lace denoted officers' rank insignia. Petty Officers and Seamen First Class wear three stripes, Seamen Second Class two stripes and Seamen Third Class one stripe or three diagonal stripes or "hashmarks" on their upper arms	Stripes And Ribbons Indicating Rank And/Or Years In The Program
34.	Chief Petty Officer	CHEWING THE FAT	"God made the vittles, but the devil made the cook," was a popular saying used by seafaring men in the last century when salted beef was staple diet aboard ship. This tough cured beef, suitable only for long voyages when nothing else was as cheap or would keep as well, required prolonged chewing to make it edible. Men often chewed one chunk for hours, just as if it were chewing gum and referred to this practice as "chewing the fat.". Literally, eating the seaman's daily ration of tough, salt-cured pork or beef. Long before refrigeration, cured meats were tough but durable and it took a lot of chewing to make them edible. Has come to mean a friendly conversation (or talking too much, depending who's talking	Friendly Conversation Talking Too Much
35.	Chief Petty Officer	CHIEF ENGINEER	The senior engineer officer responsible for the satisfactory working and upkeep of the main and auxiliary machinery and boiler plant on board ship.	Buildling/Maintenance Engineer
36.	Chief Petty Officer	CHIEF PETTY OFFICER	highest enlisted rank	Non-Commissioned Officers
37.	Chief Petty Officer	CHIEF PETTY OFFICER QUARTERS	Also called Goat Lockers - the gathering quarters for Chief Petty Officers	Non-Commissioned Officers Meeting Room
38.	Chief Petty Officer	CLEAN BILL OF HEALTH	This widely used term has its origins in the document issued to a ship showing that the port it sailed from suffered from no epidemic or infection at the time of departure. A certificate signed by a port authority attesting that no contagious disease existed in the port of departure and none of crew were infected with a disease at the time of sailing. Shore-side, it means in good shape.	Doctor's "Return To School" Signed Form

39.	Chief Petty Officer	CLOSE QUARTERS	<p>A small wooden fortress or barricade erected on the deck of a merchant ship when attacks by privateers were expected. Small openings, called loopholes, allowed the sailors to fire small weapons to protect the ship (and themselves, one would assume). Land-side, close quarters has come to mean in close contact or a small area. Loophole, from the French louvre (window), has come to mean a gap in the law. Close Quarters Sometimes also referred to as 'closed quarters' as well. The quarters aboard ship, especially those for officers and passengers, had wooden partitions or bulkheads dividing them. Also, many ships had pre-assembled partitions which could further sub-divide the interior, according to the cargo or passenger requirements. In case of enemy action, these could be quickly assembled, pierced by loopholes, and then be used by firearms, pikes and cutlasses to fight through. The defenders would thus be well-protected and dangerous opponents to anyone who went below decks. It was a very effective means of fighting off boarders</p>	Close Contact Or Small Area
40.	Chief Petty Officer	COCKPIT	An opening in the deck from which the boat is handled.	Commodore's Office