

USS CONSTITUTION

"Old Ironsides"



Welcome aboard USS CONSTITUTION,
the oldest commissioned warship afloat in the world!

The following information was compiled to assist you
with your arrival and to prepare you for your two week
annual training in Charlestown, MA.

Please read this package in its entirety!

USS CONSTITUTION CHAIN OF COMMAND

Commanding Officer -	CDR M. J. Bonner
Executive Officer -	LCDR S. C. Shirley
Operations Officer -	LT A. R. Sharlow
Command Master Chief -	CMDCM(SW/AW) Rhoades
Command Duty Officer -	Varies by duty day
Duty Section Leader -	Varies by duty day
Department Head -	CSC(SW/AW) Wiggins
Reserve Coordinator -	PS2(AW) Choyce

****USE THE CHAIN OF COMMAND ACCORDINGLY****

UNIFORM REQUIREMENTS

1. You will be required to bring the following uniforms and all of its components during your training:

- (a) Dress Whites (during summer schedule - April 1 to October 31)
- (b) Dress Blues (during winter schedule - November 1 to March 31)
- (c) Navy Service Uniform (NSU)

* The Navy Working Uniform (NWU) is optional (not required)

* Ensure you bring all necessary uniform components (i.e. ribbons, covers, shoes, belts, etc.). We do not have a uniform shop located nearby so it's imperative that you have all required uniform items upon arrival.

2. Special attention to uniform regulations and proper military bearing are essential while attached to USS Constitution. This is a high visibility command and in most cases you are the FIRST Sailor our guests will encounter. As such, you are held to a high standard. Lack in this area could result in your release to your parent command and disqualification for future training aboard USS Constitution.

ARRIVING IN CHARLESTOWN, MA

Driving Directions: See enclosure (1).

NOTE: Government berthing is NOT available. You will have to coordinate lodging arrangements. The Constitution Inn (617-241-8400) is the nearest hotel. Government messing IS available so you will be paid the government meal rate (NOT the commercial meal rate).

NOTE: Rental car reservations are discouraged as parking is very limited, public transportation is readily available and there are several points of interest within walking distance. If you have a rental car - limited parking is available within the perimeter (by Bldg 109) but not inside of the Entry Control Point. You will be required to show your military ID to the guard at the scale house, in order to enter the perimeter.

CHECKING IN TO THE COMMAND

1. If you arrive on a weekday between 0730 and 1600, call the reserve coordinator (617) 242-5671. If you arrive outside the times specified above, contact the Command Duty Officer at (617) 592-2550. You must check-in by the 'no later than' date posted on your orders.

2. You are required to muster at 0730 in your service dress uniform on the first weekday of your Annual Training. Upon check-in you will be required to present your original orders. You will complete a pay information worksheet and a Page 13. These items are required in order to process your pay through Personnel Support Detachment Newport, RI.

WHAT TO EXPECT

1. Your working hours may vary but should typically be from 0930 - 1700, Tuesday through Sunday.
2. You will muster in the Admin Division in building 5, in uniform, at 0930 and then will report to the Duty Section Leader of the day.
3. You will be required to check-out with the Duty Section Leader of the day prior to departing at 1700.

DUTIES AND RESPONSIBILITIES

1. Daily duties: Your primary duty while attached to USS Constitution will be 'Greeter' station. While standing as the Greeter you will greet the public and inform them of our rules and safety tips to include:
 - a. No running in the yard or swinging on tour line ropes
 - b. Do not ring the ships bell
 - c. When transiting the ladderwells go down sideways or backwards
 - d. The over head is very low so watch that you don't bump your head
 - e. Do not handle the 24lb and 32lb round shot (cannon balls)
 - f. Do not stray from the tour group
 - g. Try not to touch the brass (anything shiny)
 - h. Inform guests eating and drink are not allowed on board with the exception of bottled water

Also, inform visitors of the comment card box located near our Entry Control Point. Sailors love feed back, both positive and negative.

2. Greeting: As always, be polite to the public and attempt to answer their questions honestly and accurately. If you do not know the answer, DO NOT make up an answer, refer to a USS Constitution crew member. Do not provide information on security procedures or sensitive information that could jeopardize the safety of the crew or the ship.

3. Additional duties: You will be required to pick up two hand-held radios from the ship (located in CIC) at 0945. One radio is to be delivered to our security structure and the other you will use to communicate with the Officer of the Deck (OOD). You will report to your station (in front of the Visitors Center) and conduct a radio check with the OOD no later than 0950.

ADDITIONAL INFORMATION

1. Facilities available: We have laundry facilities, internet, a TV lounge, a gym, and a ship's library available for your use. These amenities can be accessed any time while you are not on watch and after you are secured for the day.

SHIP / GUIDED TOUR HOURS

Summer Hours (April 1 to October 31) 1000 - 1800 / the first guided tour begins at 1000 and last one begins at 1730.

Winter Hours (November 1 to March 31) 1000 - 1600 / the first guided tour begins at 1000 and last one begins at 1530.

* Each tour lasts approximately 30 minutes long.

CONTACT INFORMATION

Your point of contact while on board USS Constitution is the reserve coordinator [PS2(AW) Choyce]. He can be reached at:

Commercial - (617) 242-5671

Fax - (617) 242-2308

E-mail - james.choyce@navy.mil

Address: USS CONSTITUTION
ATTN: Admin Office
CHARLESTOWN NAVY YARD
CHARLESTOWN, MA 02129

WE LOOK FORWARD TO YOUR ARRIVAL AND ARE EXCITED TO WORK WITH YOU!

DIRECTIONS

From I-93 North - Merge onto I-93 N/US-1 N/MA-3 N toward BOSTON.

1. Take EXIT 23 toward GOV'T CTR. 0.3 mi
2. Take the NORTH END ramp toward CHARLESTOWN. 0.0 mi
3. Turn LEFT onto CROSS ST. 0.3 mi
4. Turn SLIGHT RIGHT onto JOE TECCE WAY/N WASHINGTON ST. Continue to follow N WASHINGTON ST. 0.4 mi
5. N WASHINGTON ST becomes MA-99 N/NEW RUTHERFORD AVE. 0.1 mi
6. Turn SLIGHT RIGHT onto CHELSEA ST. 0.4 mi
7. Turn RIGHT onto 5TH ST (Gate access required). 0.1 mi
8. Turn RIGHT onto 2ND AVE. 0.1 mi
9. Turn LEFT onto 3RD ST. 0.0 mi
10. Arrive at CHARLESTOWN NAVY YARD

From I-93 South - Take exit 28 toward Sullivan Square/Charlestown 0.2 mi

1. Continue straight 0.2 mi
2. Take the ramp to Sullivan Square/Charlestown 0.2 mi
3. Merge onto Maffa Way 423 ft
4. Continue onto Cambridge St 433 ft
5. Turn right at Main St 1.0 mi
6. Continue onto Bunker Hill St 436 ft
7. Turn right at Chelsea St 427 ft
8. Take the 1st left onto 5th St 0.1 mi
9. Turn right at 1st Ave 0.1 mi
10. Turn left at 3rd St - Destination will be on the right

From Boston International Airport -

1. Head north 151 ft
2. Turn left toward Hotel Dr 0.2 mi
3. Continue straight 0.1 mi
4. Turn left at Hotel Dr 0.2 mi
5. Turn right at Harborside Dr 0.2 mi
6. Turn right at Jeffries St 0.2 mi
7. Take the ramp onto I-90 W 1.6 mi
8. Take exit 24 to merge onto I-93 N 2.3 mi
9. Take the exit on the left 348 ft
10. Continue straight 0.1 mi
11. Continue straight onto N Washington St 0.2 mi
12. Turn right at Causeway St 56 ft
13. Take the 1st left onto Charlestown Bridge/N Washington St Continue to follow N Washington St 0.3 mi
14. Turn right at Chelsea St 0.4 mi
15. Take the 3rd right onto 5th St 427 ft
16. Turn right at 1st Ave 0.1 mi
17. Turn left at 3rd St - Destination will be on the right 325 ft