



INDIVIDUAL JOURNAL

WHEN I RETURN TO MY COMMAND, I PLAN TO.....

INTRODUCTION

PURPOSE:

- Provide an overview of the complete *Afloat Recreation Program Management* learning event including expectations for participation, engagement and completion
- Introduce the Afloat Recreation Program governing instructions and the *Navy Afloat Recreation and Fitness (Shipboard) Standards*

Based on the Introduction to the Afloat Recreation Program Management Learning Event, capture any questions, expectations or action items you need to take when you return to you command.



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ASSUME THE WATCH

PURPOSE

- Provide a process to consistently manage the Afloat Recreation Program in accordance with official policy and program standards
- Identify how to successfully conduct a turnover and internal inspection
- Familiarize Learners with official policy, *Afloat Recreation Fund Program Standards* and *Afloat Recreation Fund Program Inspection*



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BASE TOUR

PURPOSE:

- Successfully utilize MWR Resources
- Promote available MWR Programs
- Network with MWR Team and other Learners

Record any action items, names of MWR Team Members, programs or activities you wish to follow up on when you return to your command.



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PREPARE FINANCIALS

PURPOSE:

- Gain knowledge and skills to successfully document and submit fund financial records in accordance with CNIC policy



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PLAN RECREATION ACTIVITIES

PURPOSE:

- Provide knowledge and skills to successfully plan, manage and evaluate a comprehensive Activities Calendar
- Align Activities Calendar with documented crew preferences, the *Working Recreation Fund Budget*, policy and the *Navy Afloat Recreation and Fitness (Shipboard) Standards*
- Provide knowledge of responsibilities associated with specific elements of the *CNIC Afloat Recreation Fund Inspection*

Record any personal action items as related to each role in the Shipboard Recreation Program, such as RSO, RFC or RAB. These action items will help all participants manage a quality recreation program for the command in accordance with official policy, the *CNIC Afloat Recreation Fund Program Inspection*, the *Navy Afloat Recreation and Fitness (Shipboard) Standards* and each crew’s preferences.



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MANAGE PROPERTY

PURPOSE:

- Distinguish between APF and NAF funding sources and when to obtain property from same
- Purchase, control and dispose of property in accordance with policy
- Maintain equipment through an established preventative maintenance program to reduce theft, damage and ensure safe operation of property

What action items do you need to take when you return to the ship to successfully manage both APF and NAF property?



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DEPLOYMENT

PURPOSE:

- Provide Learners with knowledge and skills to successfully prepare and execute a quality recreation program for crew and embarked units during deployment

What action items do you need to take when you return to the ship to successfully deliver a quality recreation program for the entire crew during deployment?



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IN THE YARDS

PURPOSE

- Provide Learners with knowledge and skills to be able to identify the actions necessary to prepare for an extended shipyard maintenance period including:
 - Sources of funding to subsidize the Recreation Fund when the ship’s store will be closed
 - Importance of inventory controls in the yards
 - Fund-raising activities



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SUCCESSFUL INSPECTION

PURPOSE:

- Provide Learners with information and assistance to confidently and successfully prepare for and participate in the *Afloat Recreation Fund Program Inspection*
