



CGBASEKODIAKINST 1710.1A

COAST GUARD BASE KODIAK INSTRUCTION 1710.1A

Subj: BASE KODIAK AQUATIC FACILITY NO LIFEGUARD – BUDDY SWIM AT  
YOUR OWN RISK POLICY

Ref: (a) Coast Guard Morale, Well-Being, and Recreation Manual (MWR), COMDTINST  
M1710.13 (series).  
(b) Coast Guard Safety and Environmental Health Manual, COMDINST M5100.47  
(series).

1. PURPOSE. To provide guidelines for Base Kodiak’s Aquatic Facility Buddy Swim Policy.
2. ACTION.
  - a. All users of the Aquatic Facility are responsible for complying with the provisions in this instruction and posted rules at all times.
  - b. Per Reference (a), the MWR Director shall coordinate annual certification in writing from the Coast Guard Legal Service Command (LSC) that the lifeguard policy is in proper compliance with state and local statutes and regulations as determined. This certification will be retained on file by MWR and forwarded to the Community Services Command (CSC).
3. DIRECTIVES AFFECTED. None.
4. MAJOR CHANGES. None.
5. DISCUSSION. The Aquatic Facility is a year-round, official Coast Guard training facility for AIRSTA Kodiak’s Aviation Survival Technician Program. It also serves as a year-round Category “A” MWR facility, supporting the fitness and training needs of service members assigned to or visiting Kodiak units. In addition, the Aquatic Facility functions as a Category “B” MWR facility, supporting the recreational needs of service members, dependents and other MWR patrons. The Aquatic Facility will be referred to as the pool for the remainder of this document. This instruction provides the necessary rules to ensure the Buddy Swim Policy is conducted in a safe manner.
  - a. Authorized Patrons.
    - (1) Lifeguards Not Present: Only MWR patrons (See CGBASEKODIAKINST 1740.1) over the age of 18 are authorized to use the pool when lifeguards are not present. MWR patrons must sign in/out with Gear Issue Staff in the Fitness Facility, before accessing

the pool area and when departing the pool. Strict compliance with the Buddy Swim policy is required. Failure to comply with these requirements may result in loss of pool privileges.

- (2) Lifeguards Present: See CGBASEKODIAKINST 1740.1 for guidance on who is authorized to use MWR facilities on Base Kodiak.

b. Buddy Swim Policy.

- (1) The pool has permission to operate under a "No Lifeguard – Buddy Swim at your Own Risk" policy during lap swim periods. Only MWR eligible patrons over the age of 18 are authorized to use the pool when no lifeguards are present. No guests are authorized within the Buddy Swim policy. Personnel using the pool are responsible for their own safety and for notifying the Gear Issue staff of safety discrepancies or concerns.
- (2) Buddy Swim is authorized during lap swim periods, when MWR is unable to provide a qualified lifeguard. Swim Buddies consist of at least 2 or more swimmers in a group.
- (3) MWR will make every effort to release timely notifications, via social media and text alerts, when the pool is running under the “No Lifeguard – Buddy Swim at your Own Risk” Policy. There are times when notifications will not be timely, and the Gear Issue staff will have to notify patrons of the change as they arrive at the Fitness Facility.
- (4) Swim Buddies must sign-in with Gear Issue Staff prior to accessing the pool, and sign-out upon departure from the pool. Gear Issue staff will unlock the pool and inside doors of the locker room, when the first lap Swim Buddies arrive.
- (5) While the pool is operating under "No Lifeguard – Buddy Swim at your Own Risk" policy, Gear Issue Staff will conduct a safety and security round of the pool and locker room every 30 minutes.
- (6) Once the last Swim Buddies sign-out, Gear Issue staff will lock the pool and inside doors of the locker room, until another set of lap Swim Buddies arrive. Failure to sign in and out with Gear Issue staff may result in loss of pool privileges. If you check in as a group, you must check out as a group; individual swimmers cannot depart on their own.
- (7) If a lifeguard has not checked-in with the Gear Issue staff, the pool will be locked when the lap swim period is over. The pool WILL NOT remain open for recreational swim periods if there is no lifeguard on station. Gear Issue will ensure all locker rooms are clear of personnel, prior to locking the locker room and pool doors.

c. Hours of Operation.

- (1) The pool will be open according to the monthly schedule published by MWR. Please visit the Aquatics Facility website at [www.kodiakmwr.com/pool.shtml](http://www.kodiakmwr.com/pool.shtml).

d. Enforcement of Rules.

- (1) All personnel using the pool are required to follow the posted Pool Rules and Regulations.
- (2) The Pool Manager, MWR Programs Chief, or MWR Director may suspend swimming pool privileges for safety infractions and for failure to follow pool rules. Any blatant or continued violation of the pool rules may result in a permanent loss of pool privileges for sponsors and their guests.

e. Safety and Lifeguards.

- (1) Readily accessible lifesaving equipment that meets the specifications listed below shall be provided at the swimming pool:
  - (a) Not less than two units of equipment, as listed below, shall be provided at the swimming pool. One unit of lifesaving equipment shall consist of:
    - (1) One 20 inch outside diameter ring buoy, which shall be attached with 60 feet of 3/16 inch rope.
    - (2) One shepherd's crook or life pole having blunted ends with a minimum length of 12 feet.
  - (b) The swimming pool shall have at least two elevated lifeguard platforms or chairs. The elevated lifeguard platforms or chairs shall be so located as to provide a clear, unobstructed view of the bottom of the swimming pool.
  - (c) Life-saving equipment shall be located in conspicuous places, distributed around the swimming pool, at lifeguard platforms or chairs or other easily accessible locations.
- (2) Rules and warnings to be posted:
  - (a) Suitable placards stating pool rules and instructions shall be conspicuously posted in the pool area.
  - (b) When lifeguard service is not provided, a warning sign must be placed in plain view and must state "Warning – Lifeguard not on Duty - Swim at Own Risk" in clearly legible letters at least four (4) inches high. In addition, this sign must also state in four (4) inch letters, "Children must not use the pool."
- (3) No person with evidence of having any infectious or communicable disease shall be allowed in the pool enclosure, pool area, or locker room.
- (4) An emergency telephone or handheld communication device shall be located so that it is accessible to bathers, spectators, and visitors.
- (5) Lifeguards are provided during all recreational swim periods.

f. Emergency Procedures:

(1) In case of Emergency, dial 911 and then notify the Gear Issue staff by pressing the red Emergency Button on the locker room side wall of the pool facility. It is located next to the lifeguard chair at the shallow end of the pool.

(2) Accidents and incident reports are handled by the Pool Manager.

6. ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS:

Environmental considerations were examined in the development of this instruction and have been determined to not be applicable.

7. FORMS/REPORTS: None

J.M. Hall  
Captain, U. S. Coast Guard  
Commanding Officer, Base Kodiak