



CGDFIVEINST 16794.1

AUG 21 2012

FIFTH DISTRICT INSTRUCTION 16794.1

Subj: PUBLIC AFFAIRS MASCOT/MASCOT ESCORT POLICY AND QUALIFICATION GUIDE

Ref: (a) Public Affairs Manual, COMDTINST 5728.2 (series)
(b) United States Coast Guard Auxiliary Public Affairs Guide dtd Nov 2010

1. PURPOSE. This Guide establishes minimum performance standards for qualification as an Auxiliary Public Affairs Mascot and/or Mascot Escort in the Fifth District.
2. ACTION. Commanders, Commanding Officers, Officers in Charge, and the Director of Auxiliary and Auxiliarists within the Fifth District shall comply with the provisions of this instruction.
3. DIRECTIVES AFFECTED. None. This Instruction is new and effective immediately.
4. DISCUSSION.
 - a. This Guide and Personal Qualification Standards (PQS) establishes the position of an Auxiliary Public Affairs Mascot and/or Mascot Escort. This program also encompasses any Robotic Mascot Operators (*Coastie* and *Sammy the Sea Otter*) certified after this date. Currently certified "Coastie" Operators are authorized to continue in the program without need of meeting the additional requirements noted in this program until December 31, 2013, after which time compliance will be required of all operators. Due to the direct interaction with audiences and the nature of the Public Affairs Outreach initiative, it is absolutely essential that all Mascot and Mascot Escort program participants be held to the highest standards of behavior and conduct, reflecting positively the values and ethics of both the U.S. Coast Guard and the Coast Guard Auxiliary.
5. PROCEDURES. This Guide shall be used to train and qualify members as Mascot and Mascot Escorts. Mascot Program Evaluator/Coordinator (Qualification Examiner) for this program will be appointed by the respective Auxiliary District Commodore (DCO) in consultation with the

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Regional Director of Auxiliary (DIRAUX). Upon completion of the Personal Qualification Standards, the Mascot Program Evaluator/Coordinator will submit the qualification letter of respective candidates to the DSO-PA for endorsement. Upon endorsement, the candidates shall be approved and registered by the DIRAUX. There are no annual requirements for hours in the Mascot Outreach Program. However, inactivity in the Mascot Program for three (3) years will result in the member needing to re-qualify.

6. RESPONSIBILITY. Commander, Fifth Coast Guard District (Dpa-s, Dpa-n) are responsible for the content and upkeep of this Instruction.
7. DISCLAIMER. This guidance is not a substitute for applicable legal requirements, nor is it itself a rule. It is intended to provide operational guidance for Coast Guard Auxiliary personnel and is not intended nor does it impose legally-binding requirements on any party outside the Coast Guard.
8. RECORDS MANAGEMENT CONSIDERATION. This Instruction has been thoroughly reviewed and it has been determined there are no further records scheduling requirements, in accordance with the Federal Records Act, 44 U.S.C. 3101 et seq., NARA requirements and Information and Life Cycle Management Manual, COMDTINST M5212.12(series). This policy does not have any significant or substantial change to existing records management requirements.
9. ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS. This directive will not have any of the following: significant cumulative impacts on the human environment; substantial controversy or substantial change to existing environmental conditions; or inconsistencies with Federal, State, or local laws or administrative determinations relating to the environment. All future specific actions resulting from general policies in this Manual must be individually evaluated for compliance with the National Environmental Policy Act (NEPA), Council on Environmental Policy NEPA Regulations at 40 CFR Parts 1500-1508, DHS and Coast Guard NEPA policy, and compliance with all other environmental mandates.
10. FORMS/REPORTS. All forms required by this Guide are included and will be available on the D5 Auxiliary Websites at <http://www.5nr.org/member/forms/5nrpolicy.php> and <http://wow.uscgaux.info/content.php?unit=054>

S. H. RATTI /s/
Rear Admiral, U.S. Coast Guard
Fifth Coast Guard District

Encl: (1) Auxiliary Mascot Policy and Qualification Guide

USCG AUXILIARY

MASCOT POLICY

AND



QUALIFICATION GUIDE

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Mascot Policy and Guidelines

1. Mascot/Character Personality Policies & Procedures

The Auxiliary has a highly effective Public Affairs tool in the form of our Auxiliary outreach personalities team—our mascots—*PFD Panda*, *Sammy the Sea Otter* and *Coastie the Safety Boat*. These characters have the capacity to bridge generations, entertain and engage the public while effectively aiding the Auxiliary's primary mission of recreational boating safety. These mascots can be very powerful emissaries for both the Auxiliary and the Coast Guard. Like any other asset, their most efficient utilization comes with proper training and following standardized operating procedures and requisite certifications.

- A. Auxiliary character suits are to be used solely for Auxiliary or Coast Guard events in support of official public affairs missions. The Mascot suit shall not be used for private use.
- B. The wearing of the mascot suit must follow the same regulations as the wearing of any other Auxiliary uniform: no political events, no commercial endorsements, etc.
- C. Only members certified in the Personality Outreach Program may utilize Auxiliary personality assets. This includes *Coastie the Safety Boat*, *PFD Panda* mascot costume, *Sammy the Sea Otter* mascot costume, and *Sammy the Sea Otter* robotic character. Note that *Coastie* and *Sammy the Sea Otter* robotic characters require specific training and certification in order to become an authorized operator of these devices.
- D. All members involved in personality outreach must be certified by a Mascot Program Evaluator/Coordinator and positively endorsed by the District Staff Officer-Public Affairs before being approved by DIRAUX. Certification requests shall be initiated through the Mascot Program Evaluator/Coordinator.
- E. Due to frequent personal interaction with the public, all members involved in personality outreach MUST be current with the required Coast Guard Auxiliary Sexual Harassment Awareness training. Members should also avail themselves of training available through the U.S. Coast Guard when possible. At ALL times, members are to behave in a manner reflecting the Core Values of TEAM Coast Guard: *Honor. Respect. Devotion to Duty*. Wearing a costume is just like wearing any other uniform—but with even greater attention brought to the individual wearing it. When acting as a personality, members literally become the *personification* of the Coast Guard. The actions of any personality are under the closest scrutiny and every action reflects upon the entire Team Coast Guard. One is not just *playing a character*, in addition, one needs to be the *epitome of excellent character* and best behavior. The actions of any character during performance is keenly noted by all around them and often photographed or captured on video.

- F. All personality outreach mission members must review the requisite training videos for the mascots.
- G. Members wearing mascot costumes must be accompanied by a currently qualified Auxiliary escort in uniform at all times.
- H. All Personality Outreach Missions must be coordinated and approved through either the Mascot Program Coordinator or a current Assistant District Staff Officer–Public Affairs, whom must also advise the DSO-PA of the event at least 72 hours prior to the actual start of the event. This can be done via an email endorsement. It will be up to the ADSO-PA and or the Mascot Program Coordinator to verify the qualifications of the mission members. Substitution of mission team members (mascots and escorts) is not authorized without additional approval. Only certified Personality Outreach Program members may participate.
- I. All character outreach mission hours should be reported on a mission report form. This is to be done for both the mascot and the escort.

2. Costume Wear Performance Guidelines & Rules

- A. Being a mascot is much like performing as a mime. Effective voice communications with the public is virtually impossible. As a general rule, do not talk to the public while in the suit. Doing so “breaks character.” Movements need to be expressive, even exaggerated—but safely executed. Always be aware of your surroundings and be especially careful of the public in close proximity. The stories of serious accidents and injuries to audiences by costumed personalities are numerous
- B. Safety is a major concern when wearing a mascot suit. The costume head limits hearing and sight dramatically. The suit itself insulates the wearer from the environment. Situational awareness is greatly compromised. Freedom of movement while wearing the suit can be awkward. The weight of the head can easily put one off balance. Extreme caution must be exercised while wearing the suit. To provide safety for the wearer of the suit and the public, every costumed personality must be accompanied at all times by another uniformed member of the Auxiliary—a *mascot escort*. Mascot escorts must also be certified for this duty including understanding the signs and symptoms of Heat Exhaustion.
- C. The character suits are very warm. Air circulation inside the suit and head is marginal. While the suit fabric “breathes,” it is artificial fur. Temperatures in the suit can quickly become uncomfortable or even rise to dangerous levels. Heat exhaustion is a key safety concern. It is not unusual to experience several pounds of weight loss as a result of perspiration while wearing the suit. Proper *hydration* is essential and should actually begin 24 hours prior to an event during warm weather to build fluid levels within the wearer’s (performer) own body. During periods when Heat Advisories are issued by the National Weather Service, participation of mascots in outdoor events shall be canceled. Remember temperatures in the suit can be 10-20 degrees warmer than the outside temperature. Thus, wearing the suit in temperatures expected to be

90 degrees or greater should be avoided, especially if an air conditioned space is not readily available and specifically provided for the performer to cool down. Lightweight shorts and a t-shirt should be worn while in the suit during any warm weather performance to help keep the performer cool and comfortable.

- D. When outside temperatures are expected to be between 70 to 89 degrees, lightweight shorts and a t-shirt should be worn to help in keeping the performer comfortable. Frequent cool down breaks shall be taken during warmer weather performances and suit wear shall be limited to safe lengths of time. A good rule to follow is 15 minutes in the suit, 15 minutes out of the suit. During warm weather, when temperatures exceed 70 degrees, maximum time in the suit shall not exceed 30 minutes with a minimum of a 15-minute break between sessions. Even in the best of conditions, wearing these suit is physically demanding. Auxiliary Leaders and escorts shall be certain that the wearer is physically capable for the mission at hand and escorts shall continually monitor the performer and remain aware of the symptoms for Heat Exhaustion.
- E. During cooler weather, especially when temperatures are at or near freezing, long pants and a lightweight sweatshirt most likely are sufficient. Overheating during these periods as a result of perspiration-soaked clothing while inside the suit could turn dangerous if the performer is required to be stationary for any length of time. Moisture-managing sport clothing is a plus. It is also a good idea to have warm clothing to change into after the event. Length of wear time during these periods shall not exceed one hour without a minimum of a 15 minute break. Again, the Escort shall monitor the performer for signs of heat exhaustion and also hypothermia.
- F. During long events, limit the wearing of the suit by any individual member to a safe period for the temperature conditions. The total individual performance period including rest periods shall not exceed a maximum of 4 hours a day. For longer events, either limit the total time for the mascot to be on site to sustain the 4 hour individual limit or assign additional qualified members to support the longer period needed.

3. Mascot Transportation & Preparation

- A. The character suits should always be transported to and from the performance site in their storage box. Never carry just the costume or head in open view.
- B. Dressing in the suit should always be done out of the public's view. A dressing assistant should always be present to help the wearer in and out of the suit. It is easy to lose your balance while adjusting the suit. Having someone help with the head is strongly suggested.
- C. The head of the character must always be worn while the mascot is in public view. Never remove the head in front of your audience.

- D. After wearing, the suit frequently needs to air out and dry before putting it in the transport case. This should always be done out of sight from the audience. A portable fan can help speed the process of drying the suit.

4. Safety Guidelines

- A. Like any mission, members performing as mascots must be physically capable for the assigned duty. Particular attention should be paid to the member's ability to perform in high heat conditions. The physical fitness required to safely perform in the suit is higher than those required for surface crew operations on a warm day. Note that the wearing of the head can cause out-of-the-ordinary strain on neck and shoulders.
- B. At all times, a mascot must be accompanied by a certified, uniformed member of the Auxiliary to act as safety-buddy/escort. The mascot escort provides situational awareness for the mascot and helps the mascot maneuver in crowds and potentially dangerous situations such as going up or down steps. For safety, accountability, communication and security, the mascot and escort are a team. One does not go anywhere without the other. The limiting of performance times with frequent breaks should allow for any necessary personal needs to be comfortably handled. In larger crowds or congested spaces, more than one escort may be necessary.
- C. The escort also helps protect the mascot from intentional or accidental behavior by the public that might pose a danger to the wearer of the suit. Extreme caution must be exercised where a falling hazard may exist. Crowd control is often needed to keep both the mascot and the public safe. Mascots must also be cautious of open flames especially near cakes with candles, etc.
- D. Extreme care must be paid around small children. They often want to hug and grab at the mascot—to them it is just a giant stuffed toy. Children will often hug a leg, creating a potential tripping situation. It is the escort's responsibility to provide aid in this situation. Moving around children in the mascot suit must be done cautiously and with the aid of an escort.
- E. The escort must monitor the physical well being of the mascot at all times. While the escort can talk to the mascot, the mascot should not break character and speak to the escort. Instead, the mascot should respond with hand signals—a “thumbs-up,” for instance.
- F. It is very difficult for the mascot to be heard from inside the suit. A unique visual distress signal, such as the video “cut” motion of the hand across the throat, should be employed to indicate distress to the escort.
- G. Proper hydration is absolutely essential. Avoid the drinking of ice-cold water or beverages in very warm weather. Sports drinks enhanced with electrolytes are helpful. Avoid soda. Have a sport bottle with a long straw for fluid deliver while the mascot is wearing the head. Even on temperate days, wearers should expect to lose a few pounds through perspiration.

- H. Cooling vests and collars are an option available from the manufacturer and should be considered for warm weather events. Even with these options, be vigilant for overheating of the mascot.
- I. The mascot is forbidden to operate machinery, drive a vehicle or ride any pedal vehicle. Taking the head off to drive is also not permitted, the suits are simply too bulky to allow safe operation of any vehicle.
- J. Extreme caution must be exercised around water—the suits do not float and ending up in the water can be potentially deadly. The life jackets with the suits do not provide ample protection as the suits become extremely heavy when soaked. Do not board or disembark any vessel while wearing the suit. Walking down finger piers and docks in the suits is to be avoided.
- K. If the suit is worn in a parade, ample handholds must be available on the float or boat. Sitting while in costume aboard a moving vehicle is much preferred. The assigned escort must accompany the mascot on the float.
- L. Care should be taken when the member disrobes from the costume to avoid getting chilled from the excessive perspiration caused by wearing the suit. A wool blanket, warm-up suit or an adequately heated space should be available. Continue hydration after disrobing.

5. Performance Guidelines

- A. The persona of our mascots is to be friendly, approachable and warm. Remember, they are the smiling faces of the Coast Guard and the Auxiliary. Their mission is to attract audiences to receive our messages about recreational boating safety and marine stewardship. It is important that the mascot “actor” identify opportunities to connect his character with the RBS mission. They are literally our ambassadors to the public. At all times, the mascots should be friendly and models of proper behavior.
- B. Avoid situations where the mascot might be put into an aggressive or adversarial position. The source of this may come from another mascot, a member of the public or maybe even another member “playing around.” The mascot is always contrite and if challenged to a mock fistfight, for instance, should respond in a positive manner. Shaking the head “no” in an exaggerated manner and holding up a left paw to signal stop and then extending the right hand for a handshake is appropriate.
- C. It is always better to make fun of yourself in the suit than others. Never mock anyone in uniform. Always show respect to others and to the country. When the National Anthem is played, put a paw over the heart (do not remove your head—stay in respectful character.) If a prayer is being delivered, bow your head. If someone

renders a salute, one should execute one in return, properly and with respect. Remember while it may be furry, to the public, the mascot suit is still a uniform.

- D. Practice in the suit is important—members are *performing* when in character. As with any other mission, training, practice and experience all improve performance. Videotaping and then critiquing mascot performances is very helpful.
- E. The suits are bulky and limit mobility, visibility and hearing. Members must be aware of their surroundings and especially aware of interactions with the public while wearing the suit. It is very easy to accidentally violate the personal space of a member of the audience. Be very careful of the placing of your paws and the rest of the suit when interacting with the public. One can be tempted to ascertain your place in the environment by “feeling your way around.” This can have disastrous consequences. Instead, the escort should guide the mascot through the crowd and help manage the interaction with the public. The escort should also pay particular attention to any physical contacts between the mascot and the public, noting any unusual or accidental interactions that could be misinterpreted. Remember, even the appearance of any impropriety should be absolutely avoided.
- F. Interactions with children can be challenging. Most children are enthusiastic in their interactions with the mascot suits. They want to naturally hug and pet what they perceive to be a big stuffed animal. With the escort’s help, try to meet them on their level. Kneel down, rather than bend down. When a child comes in for a hug pull them to your side, and hug them around the shoulder. Often this is a perfect set up for the requested photo. Or, as a child comes toward you, offer a paw to shake. Make giving “high fives” and “low fives” part of your repertoire.
- G. Some children (and adults, even) are put off by mascots—some are genuinely terrified. Everyone has seen the terrified child being put on Santa’s lap. Do not ever push the issue. If the spectator is shy, play coy. Tiny hand waves, hiding behind the escort, cocking the head are all disarming actions. The mascot can pet its own paw then very carefully extend that paw to have them pet the same paw. Mascots must always remember that, to a child, the suits are huge and can be very intimidating.
- H. If someone in the audience ever says “no,” or, by their actions they indicate that the mascot is not welcome, the only course of actions is to turn away. Always respect the audience.
- I. The public can be overly affectionate. Apply the required Sexual Harassment Prevention training to the receiving side of the equation. Avoid situations where inappropriate behavior can come toward the mascot. Avoid hugging... go for big handshakes and hand slapping. Any unacceptable hugging, grabbing or squeezing of the mascot must be stopped immediately by the escort. The presence of a uniformed member providing escort is often enough to keep activities within the bounds. Common activities done by some sports mascots such as “bumping” or “grinding” do not comply with Coast Guard behavior standards. Often the best course is to turn the action in another direction—wave to other members of the audience and move away.

- J. When lining up for a photo, the escort should help arrange the shot—even offer to take the picture for the group. Having the escort stage the shot helps make sure that the photograph is well composed and has no inappropriate items in the background (beer posters, bars, graffiti, etc.).

6. Performance Tips

A. *Do's...*

1. Make sure that the escort is always near by.
2. Always be friendly, outgoing and ACTIVE.
3. *Engage* your audience.
4. Be playful but respectful.
5. Use big, exaggerated gestures and movements—lift your knees high when walking, wave with big hand motions, give very enthusiastic “thumbs up,” shake or nod your head in a big way. Most often, bigger is better.
6. Play to the age of the audience—but remember there is a child in everyone.
7. Kneeling on one knee around smaller children allows interaction on their level. This can be effective also with fearful children.
8. Have fun *with* other mascots—but never make fun *of* them.
9. Get the message of boating safety delivered. When you see someone wearing a life jacket, give the individual an enthusiastic “thumbs up” in approval.
10. Always show respect to all individuals wearing an official uniform—be friendly with law enforcement officers, but remember that the mascots represent the Coast Guard Auxiliary and not a law enforcement agency.
11. Hydrate constantly.
12. Take frequent breaks.
13. Be an “equal opportunity” entertainer—play to the *entire* audience.
14. Be very careful around children and those restricted in their ability to move.
15. Maintain situational awareness at all times.
16. Be vigilant of your own physical well-being.
17. Be VERY careful around water—falling in can be deadly.
18. Avoid confrontational or abusive individuals.
19. Rely upon law enforcement personnel to assist in escalated situations.
20. Rely upon the escort to assist in maneuvering and audience control.
21. Be very aware of potential falling situations.
22. Turn your personal cell phone to “vibrate,” while wearing the suit.
23. Follow the operational mission rules regarding texting or cell calls while “on duty” as a mascot or escort.
24. Remember that you are engaged in a public affairs mission; report all of your hours!
25. Report and note any potentially controversial incidents, no matter how small or accidental they may be in nature on your mission form.
26. Remember that as mascot and escorts, you are our public ambassadors.

B. *Don'ts...*

1. Go anywhere without an approved escort.
2. Don or doff the mascot suit in public view.
3. Ever take the costume head off in public.
4. Talk with the audience.
5. Operate machinery, ride bicycles, scooters, etc.
6. Ever drive while wearing a costume.
7. Board or disembark a vessel while in costume.
8. Walk on docks, finger piers or quays.
9. Wear the suit in inclement weather or in very cold or very hot weather.
10. Push beyond your physical limits.
11. Attempt to do gymnastic “tricks” in the suit.
12. Run while wearing the mascot suit.
13. Get involved in “horseplay” while in the suit.
14. Make fun of others—be respectful at all times.
15. Grant on-air interviews as the mascot—the escort should do all of the talking.
The mascot may certainly pantomime and add visual interest to video or photographic session.
16. Distribute commercial material as the mascot or escort—not even for a hosting entity.
17. Use public restrooms while in costume. Plan personal needs activities to coincide with out-of-costume break periods.
18. Allow suggestive or inappropriate photos or videos to be taken of the mascot.
19. Ever forget that while in costume your activities are under greatly increased scrutiny.
20. Ever be alone with the public while in the mascot suit—***the mascot and escort are a team.*** Without *both* in action at the same time, the mission must come to an end.

7. Escort Responsibilities

- A. All escorts involved in the Character Outreach Program must be currently qualified. The escort is much like a coxswain or pilot for operational missions. It is the critical responsibility of the escort to protect the reputation of the Coast Guard and the safety of the mascot and audience. The escort should be qualified as a mascot and should have experience in wearing the suit and be familiar with the limitations the suit imparts on the wearer. The escort is part of the performance team and should be comfortable in speaking to crowds and managing the public in a friendly but authoritative manner.
- B. The first duty of the escort is to maintain mission control and safety at all times. The escort, like a coxswain, has the responsibility to stop a character outreach mission for any appropriate reason. These reasons include, but are not limited to the physical condition of the mascot, environmental conditions (especially heat), situational conditions, mission time limits, noncompliant behavior of the mascot, and audience actions. Mission suspension is always an option—especially for any safety or behavioral issues that might arise.
- C. Any complaint registered to any Auxiliary member should bring an immediate suspension of the mascot performance until the situation is resolved. In the case of a serious issue arising from a mascot performance, the DSO-PA and the Director of Auxiliary must be informed immediately.

8. A Note on Local and State Laws

- A. Additional local and state laws may apply to Character Outreach Program activities. It is incumbent upon the Outreach Program Team and Auxiliary Leaders to be aware and comply with all local and state laws, including any required background checks needed for events at public school or private schools.
- B. Remember that most members do not have the authority to sign release waivers and that all legal documents must be reviewed in advance by the Auxiliary District Staff Legal Officer.

Personal Qualification Standards (PQS) Tasks

Name: _____

Task PAM-01

Task	Prerequisites for Program
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References	Auxiliary Mascot Policy and Qualification Guide Commandant's Policies on Sexual Harassment Prevention, Diversity and Equal Opportunity
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Standards	The trainee must successfully demonstrate thorough knowledge of the Auxiliary Mascot Policy and Guidelines. Mascots and Mascot Escorts must meet the same requirements. This program includes operators of robotic mascots (Sammie the Sea Otter and Coastie). An additional PQS for robotic Mascot Operator Certification is required for Coastie and Sammie the Sea Otter use. While Mascots and Mascot Escorts are required to complete the same training, Mascot Escorts may choose not to perform as Mascots.
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Completed	Performance Criteria
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|-------|--|
| _____ | 1. Completed Current Sexual Harassment Awareness/Prevention Training. |
| _____ | 2. Thorough Knowledge of the Auxiliary Mascot Policy and Guidelines. |
| _____ | 3. Reviewed the Commandant's Policies on Diversity and Equal Opportunity. |
| _____ | 4. Successfully Completed Public Affairs AUX-20 Online Course. |
| _____ | 5. Must Meet the Minimum Physical Requirements e.g., member must be capable of performing strenuous activity for lengthy periods in high heat environment of mascot suit. |
| _____ | 6. Observed in a Minimum of Two (2) Mascot Performances |
| _____ | 7. Have Properly Fitting Uniforms: Tropical Blue Long and Operational Dress Uniform with Appropriate Covers (Uniform of the Day is determined by the Officer in Charge.) Tropical Blue Long is the preferred Public Affairs Outreach uniform |

Completed	Evaluator Signature _____	Date _____
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Name: _____

Task PAM-02

Task **Oral Exam, Orientation and Interview**

References Auxiliary Mascot Policy and Qualification Guide
Commandant's Policies on Sexual Harassment Prevention, Diversity
and Equal Opportunity

Standards The trainee must successfully demonstrate knowledge of all policies
and guidelines for the Mascot / Mascot Escort Program and must show
the ability to properly represent the U. S. Coast Guard and the Coast
Guard Auxiliary maintaining the highest standards while reflecting the
Core Values of Honor, Respect and Devotion to Duty. As ambassadors
for the Coast Guard and the Auxiliary, participants in the Public
Affairs Mascot Program must hold themselves to the personal
behavior standards of actively serving Coast Guard personnel.

Completed Performance Criteria

- _____ 1. Demonstrated Working Knowledge of the Reference Material.
- _____ 2. Articulated the Missions of the Coast Guard and Coast Guard Auxiliary.
- _____ 3. Successfully Completed Current Mascot Program Orientation.
- _____ 4. Defined the Core Values, Giving Examples of How Each Value Applies to the Public Affairs Mascot Program.
- _____ 5. Described the Potential Safety Risks Involved in the Mascot Program including signs and symptoms of Heat Exhaustion and Hypothermia.
- _____ 6. Described How to Handle Inappropriate Audience Behavior.
- _____ 7. Appropriately Answered Potential Questions from the Media.
- _____ 8. Described How to Properly Interact with Children in the Following Situations:
 - a) a bashful child who is afraid, b) a naughty child who wants to fight or disrobe the mascot, c) a child who persistently misbehaves, d) a child who will not move away.

Completed Evaluator Signature _____ Date _____

Name: _____

Task PAM-03

Task Performance/Proficiency

References Auxiliary Mascot Policy and Qualification Guide

Conditions The tasks must be completed in the presence of an audience. A certified Mascot/Mascot Escort must be in attendance. The area must be free of any safety hazards with easy access to an exit from the performance area. A private dressing area, away from the audience, must be available. Program Environmental and Physical Limitations must not be exceeded.

Standards The trainee will dress in the costume, perform appropriately, demonstrating tasks, 1 through 17 as directed by the Program Evaluator, without undue stress. Proficiency and comfort in performance should be easily demonstrated. Quality of performance is part of the final assessment for qualification to the program.

Completed Performance Criteria

- _____ 1. Dressed in Appropriate Under Mascot Suit Attire for Conditions.
- _____ 2. Conducted a Visual Survey of Performance Area for safety hazards and familiarization.
- _____ 3. Understand Mission Schedule / Objectives for Event.
- _____ 4. Prepared for Wear and Properly Donned Costume.
- _____ 5. Demonstrated the Ability to Move About Unassisted, Including Getting Up from a Prone Position.
- _____ 6. Demonstrated Proper Performance Decorum / Persona.
- _____ 7. Demonstrated Proper and Effective Crowd Control.
- _____ 8. Interacted Appropriately with the Audience, Including Children.
- _____ 9. Maintained All Personal Safety Requirements.
- _____ 10. Demonstrated an Appropriate, Entertaining Performance.

Name: _____

Task PAM-03 (continued)

- _____ 11. Communicated Using Nonverbal Hand Signals.
- _____ 12. Demonstrated a Knowledge of the Missions of the U.S. Coast Guard, the Coast Guard Auxiliary and the Recreational Boating Safety Programs.
- _____ 13. Demonstrated Two Respectful Ways of Controlling Inappropriate Behavior by an Audience Member.
- _____ 14. Properly Removed, Inspected, Spot Cleaned and Properly Packed Costume for Shipping.
- _____ 15. Filled Out Appropriate Mission Reports, Secured Information and Photos of Event for Public Affairs Officer, Filled Out Shipping Label, Arranged for Shipping.
- _____ 16. Agreed to the Mascot Policies and Guidelines and Signed the Mascot Designation Letter.

Completed Evaluator Signature _____ Date _____

U. S. Coast Guard District Five Auxiliary Public Affairs Mascot/Mascot Escort Program Qualification Letter

From: _____ Date: _____
(Print DSO-PA Name)

To: Director of Auxiliary, District: _____

Subject: TASK COMPLETION (**Public Affairs Mascot/Mascot Escort**)

(Print Member's Name) (Member's EMPLID) (Division & Flotilla)

(DSO-PA's Signature) (Date Completed)

ENDORSEMENT

Date: _____

From Director of Auxiliary, _____

To: _____
(Member's Name)

You have been approved and certified as a Mascot / Mascot Escort
in the USCG Auxiliary Public Affairs Outreach Program.

(Director of Auxiliary Signature)

Copy: Member's file