

**This practice test and any corrections and/or suggestions should be
addressed to DVC-BS, Pauline Longnecker at e-mail:
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**Department of Homeland Security
United States Coast Guard
United States Coast Guard Auxiliary**

**Department of Boating
States Division**



State Liaison Officers Qualification Guide

**First Edition
March 3, 2006
Revised May 6, 2007**

P. 1 of 17

Authorized For Publication and Use By: USCGAUX National Board
02-28-2007

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Background Information

Please do not attempt to take this practice qualification test without first reading the SLO HANDBOOK.

The handbook was put together as a reference for all State Liaison Officers (SLOs), to facilitate a more in depth appreciation and understanding of the very important responsibility of communicating the needs of the Auxiliary and the Coast Guard to the State Boating Law Administrators (BLAs) and also communicating the needs of the State BLAs to the Auxiliary and the Coast Guard, including close coordination with the USCG RBS Specialists.

The USCG AUX. places a great deal of trust in the SLO candidate to represent it in a very important position, where the professionalism of the individual can have a profound impact on the relationship between the state, the Auxiliary and the Coast Guard. The “testing” function of this Qualification Guidebook was implemented to assure that the individual is prepared to deal with the SLO tasks with total knowledge and dedication expected, by the AUX and the BLA.

The test consists of 20 questions and every test is different, because the 20 questions are selected from a large pool of questions. This is an open book test and you may take as much time as you need. There is only one best, correct answer for each question. All sections of the SLO Handbook are represented in the test, however, emphasis on the SLOs responsibilities have the most questions.

Because this is an open book “test”, a score of 90% is required to pass, ie...18 questions answered correctly. If you are unsuccessful in meeting that success rate after three times of trying, it will be strongly suggested to your DCO that they seek another candidate. The test will be sent via email to the candidate as an *MS WORD* attachment by the Division Chief-Boating/States (DVC-BS). When the test is completed, it must be returned, via email, back to the DVC-BS for scoring. The DVC-BS will notify the candidates DCO, VCO, DSO-SL OR THE DISTRICT UNIQUE EQUIVALENT STAFF OFFICER, and appropriate States Division DIVISION BRANCH CHIEF (BC) of the results.

Every new SLO candidate is expected to be familiar with the SLO Handbook. As a review, the SLO Exam is an excellent tool. Newly appointed SLO's who elect to take and successfully pass the exam, within 30 days of their appointment, will receive a letter of congratulations from the National Commodore. A certificate is being developed and all appointed SLO's (new or serving) who take and pass the exam will receive this award.

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Process:

DCO (or as designated) notifies DC-B of the members name, phone number, and email address.

DC-B will coordinate with the appropriate Director and BLA.

DC-B after the above coordination, notify:

DVC-BS, who will contact the member and conduct an in briefing, offer to mentor and coordinate the exam if desired by the member.

DVC-BS will inform the DCO (or designated) via DC-B of the member's successful completion of the exam.

DVC-BS initiates the process for the member to receive the letter and certificate.

Please take time to become familiar with the contents of each chapter of the SLO Handbook and follow up for additional information on the Boating Department's Web site. You can access the site via the national Web site at: <http://www.cgauX.org>. Anytime you run into any questions, don't hesitate to turn to your States Division Branch Chief (BC) or DSO-SL OR THE DISTRICT UNIQUE EQUIVALENT STAFF OFFICER, as appropriate for your district, for clarification.

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1 – Which of the below statements are true?

A – The SLO should meet with the BLA at least semiannually, possibly in company with the Coast Guard District Recreational Boating (RBS) Specialist and DCO.

B – More frequent contact may be necessary with the BLA staff members. The SLO should confer with the DSO-SL or VCO/DCO, and RBS Specialist prior to each meeting with the BLA.

C - SLO must also be very much in “step” with the USCG District Recreational Boating Safety Specialist (RBS).

D – All of the above.

2 – DSO-SL duties are varied and include the following:

A – DSO-SL’s will need to perform an appraisal of the DCO for the failure of the SLO’s.

B - DSO-SL’s will need to perform all the duties that a SLO does, if the SLO under their jurisdiction cannot or fails to perform the duties expected of them.

C – DSO-SL’s are not responsible for the duties of the SLO’s, if the SLO under their jurisdiction cannot or fails to perform them.

D - DSO-SL’s are not responsible for the duties of the SLO’s, all the responsibilities lie with the BC’s.

3 – Which of the following illustrates proper relationship between the SLO and the BLA?

A – SLO’s must maintain a guarded relationship with the State's Boating Law Administrator (BLA) and his/her staff.

B – SLO’s must maintain a 24/7 relationship with the State's Boating Law Administrator (BLA) and his/her staff.

C – SLO’s must maintain a close relationship with the State's Boating Law Administrator (BLA) and his/her staff.

D - SLO’s must maintain a loose relationship with the State's Boating Law Administrator (BLA) and his/her staff.

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4 - The SLO should confer with the DSO-SL or VCO/DCO?

A - And RBS Specialist prior to each meeting with the BLA.

B – But never with the RBS Specialist prior to each meeting with the BLA.

C – BC, CG District Commander and the RBS Specialist prior to each meeting with the BLA.

D - And RBS Specialist prior to each meeting with the BLA, but only with the permission from his BC.

5 – Which of the following is true?

A – SLO is expected to submit a report after each BLA meeting only to the National Boating Department designee, after conducting any SLO activity.

B – SLO is not expected to submit a letter report after each meeting to the DSO-SL, VCO/DCO, DIRAUX, RBS specialist, and the National Boating Department designee, after conducting any SLO activity.

C – SLO's report responsibilities are not part of the job description, only BC may file reports.

D – SLO is expected to submit a letter report after each meeting to the DSO-SL, VCO/DCO, DIRAUX, RBS specialist, and the National Boating Department designee, after conducting any SLO activity.

6 – Which statement presents a true LLO and SLO relationship?

A – Review of pending legislation for its significance to Auxiliary programs is the responsibility of the Legislative Liaison Officer (LLO) and the SLO must not interfere with the LLO's duties.

B - Review pending legislation for its significance to Auxiliary programs in coordination with the District Legislative Liaison Officer (LLO).

C – LLO and the SLO should attempt to participate in the RBS legislative process by testifying, in uniform, before any legislative body.

D – There is no difference between the LLO and the SLO responsibilities.

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7 – An SLO is expected to arrange and coordinate, an annual meeting between the BLA, DCO/VCO and:

- A - The RBS Specialist and/or the DIRAUX.
- B – The BC (with the DCO’s permission), BLA, DCO/VCO and the RBS Specialist and/or the DIRAUX.
- C – The RBS Specialist and/or the DIRAUX, no LLO may participate in such a meeting.
- D – The RBS Specialist, after gaining the approval from the National Staff.

8 - The annual meeting between the BLA, DCO/VCO and the RBS Specialist and/or the DIRAUX, should focus on:

- A – Discussing the Auxiliary's current objectives and initiatives.
- B – Planning for the upcoming year.
- C - Encouraging joint participation between the state and Auxiliary at boat shows, marine events, and other public affairs opportunities.
- D – All of the above.

9 - Ensure that the BLA is

- A – Informed only once a year of the AUXMIS statistics relating to public education classes, patrols, VSCs, and other boating safety activities accomplished within the state by the Auxiliary.
- B – Is not informed AUXMIS statistics relating to public education classes, patrols, VSCs, as this is proprietary AUX data, other boating safety activities accomplished within the state by the Auxiliary may be disclosed.
- C - Is informed at least quarterly of the AUXMIS statistics relating to public education classes, patrols, VSCs, and other boating safety activities accomplished within the state by the Auxiliary.
- D - Is not informed about the AUXMIS statistics relating to public education classes, patrols, VSCs, and other boating safety activities accomplished within the state by the Auxiliary, all such data is sensitive and the SLO cannot share it even with the BLA.

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10 – In regards to training material, the SLO

A – Is not allowed to produce any training/orientation materials on State requirements.

B – Can produce training/orientation materials for each flotilla on State requirements.

C – May produce training/orientation materials for each flotilla on State requirements after obtaining permission from the DC-PE.

D - May produce training/orientation materials for each flotilla on State requirements after obtaining permission from the BLA.

11 – There are many special functions that Districts and Division put together for the benefit of the AUX members and others with an interest in boating safety. From the choices below, which is a true course of action for the SLO?

A - Provide recommendations to the DSO-SL and VCO/DCO as to what district and division functions the BLA should attend.

B – National does not recommend inclusion of the BLA's in district and division functions.

C – SLO's do not provide recommendations to the DSO-SL and VCO/DCO as to what district and division functions the BLA should attend.

D - Provide recommendations to the DSO-SL and VCO/DCO as to what district and division functions the BLA should attend, however, before doing so, obtain written authorization from the District RBS.

12 – SLO can recommend to the DSO-SL/VCO those state boating officials deserving recognition from the Auxiliary.

A - Or the Coast Guard.

B – Or the Coast Guard when initial approval was obtained from NACO and CHDIRAUX.

C - Or the Coast Guard, after clearing it first with the BLA.

D - Or the Coast Guard, after clearing it first with the BLA and the National Staff.

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13 – SLO should keep the BLA informed of

A – Any Auxiliary pamphlets, posters, films, etc. supporting state boating safety programs approved by NASBLA and the District RBS.

B – All Coast Guard pamphlets, posters, films, etc. supporting state boating safety programs, but these must first be approved by NASBLA.

C – Any Auxiliary pamphlets, posters, films, etc. supporting state boating safety programs, but these must first be approved by State in which they are distributed.

D - All new Coast Guard and Auxiliary pamphlets, posters, films, etc. available to support state boating safety programs.

14 - Keeping the BLA informed of any changes in relevant Auxiliary procedures and policies, senior Auxiliary and Coast Guard leadership, etc. that may have an impact on their state is

A – Is strictly the responsibility of the National Staff.

B – Is the SLO responsibility, however, never discuss any Coast Guard leadership changes, as these have no impact on their state.

C – Is the SLO responsibility.

D – Is the RBS responsibility

15 – In regards to agreements and MOU's, the SLO will

A – Not participate in the development and review of any such documents, this responsibility lies with the National Staff.

B - Work closely with the BLA, RBS specialist, and Auxiliary leadership to ensure that appropriate Cooperative Agreements are developed and/or reviewed regularly.

C – Not participate in the development and review of any such documents. There are no Auxiliary Cooperative Agreements, only Coast Guard, therefore no regular reviews are needed.

D - Work closely with the BLA, RBS specialist, and Auxiliary leadership to ensure that Coast Guard always includes the Auxiliary in all of their MOU's.

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16 – BC's have number of responsibilities, but one of the most important is to be

A – Always available to the National Commodore.

B – Present at every RBS workshop.

C – Highly visible and easily accessible resource for the Auxiliary and Area SLOs.

D – Highly visible and easily accessible only to the Area SLOs.

17 - Which of the following is true?

A – State Liaison Division Chief, DVC-BS will mentor, train and develop branch chiefs to be prepared in taking over the division chief position at any time as so directed.

B – State Liaison Branch Chiefs will insure that the SLO's are conducting the required annual meeting with their BLA and DCO as outlined in the *AUXMAN*.

C - State Liaison Division Chief, DVC-BS will maintain and update the SLO Handbook on an annual and as needed basis.

D – All of the above.

18 – Branch Chiefs are expected to contribute articles to

A - Their division, district or regional newsletters and *Navigator*.

B – Their division, district or regional newsletters and *Navigator*. Failure to do so is grounds for dismissal.

C – Their division, district or regional newsletters and *Navigator*, but only when requested by the National Commodore.

D – None of the above.

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19 – Which statement is true?

A – State Liaison Branch Chiefs do not assist DCOs in completing an annual evaluation of their SLO appointment(s).

B – BC's never question the DVC-BS

C - State Liaison Branch Chiefs will **not** act as an advocate for state and Auxiliary PE, VE and other applicable RBS programs.

D – None of the above.

20 – State Liaison Branch Chiefs

A – Will facilitate maintenance of all Coast Guard and Auxiliary MOUs with states and territories in the assigned area.

B – Originate all MOUs with states and territories in the assigned area.

C - Do not facilitate maintenance of MOUs with states and territories in the assigned area.

D - Will facilitate maintenance of MOUs with states and territories in the assigned area.

21 – The State Liaison Branch Chief

A – Cannot initiate any activity regarding the SLO's without permission from the VC-States.

B - Should be a self-starter requiring minimum supervision.

C – Should be cautious and never ask for any input from the SLO's without the permission of the DVC-States or the DC-B.

D - Should be assertive, but never a self-starter.

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22 - State Liaison Branch Chiefs will

A – Assist DCOs in completing an annual evaluation of their SLO appointment(s), no later than August 1.

B - Assist DCOs in completing an annual evaluation of their SLO appointment(s).

C – Evaluate the DCOs on the quality of their SLO appointment(s).

D - Assist DCOs in completing an annual evaluation of their District DSO appointment(s).

23 – Which statement is true?

A – Department of Boating provides only fiscal resource services to the Auxiliary membership.

B – Part of being an effective SLO requires that the office holder need not be familiar with the organization and the members thereof.

C – SLO Handbook is the “bible” and such documents never change.

D – None of the above.

24 - Which statement is true?

A - An SLO will be expected to be familiar with many boating issues and resources.

B – Two of the most important websites that the SLO should be familiar with are the USCG and the Save The Minnows.

C – There are no Auxiliary members on any of the NASBLA committees.

D – None of the above.

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25 - Which statement is true?

A – All the boating Department information can be found at:
http://www.cgaux.gov/cgauxweb/news/news_b.htm.

B – The National Association of State Boating Law Administrators (NASBLA) Web site is at: <http://www.nasbla.net/>.

C - As an SLO, you also need to familiarize yourself with Auxiliary partners in the PE, VSC and other departments.

D – All of the above.

26 - Which reporting statement is true for the SLO?

A – If an SLO is also an LLO, a report on LLO activities is sufficient.

B - Your responsibilities as a SLO require you to file reports on your activities.

C – No SLO related District activities should be reported.

D – You file SLO report only when directed by the DC-B.

27 – Which statement is most accurate?

A - You must first be familiar with the Auxiliary pages before you go and talk to your BLA.

B – Auxiliarists are not Coast Guard and the BLA's do not expect the same level of professionalism from them.

C – You must first be familiar with the Coast Guard web site pages before you go and talk to your BLA.

D – Your relationship with the BLA is private and you report on your meetings with the BLA to National Staff only.

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28 - Which statement is true?

A – Since all MOU's are the exclusive property of the Coast Guard, you need not concern yourself with them.

B – The SLO job description states that you should meet with the BLA at least once every two years.

C - Frequently, many Auxiliarists contact the BLA's directly, because they realize that they need not to go through you first, after all there is no policy against it.

D - You should be familiar with your state's laws and the BLAs responsibility as it relates to boating safety.

29 - Which statement is true?

A - You should be familiar with the NASBLA and its Web site as well as the regional BLA Web site that your BLA is a member.

B – NASBLA Web site is for BLA's only and you should be careful about using it.

C – Since LLO's deal only with the Legislative branch of the government, they cannot be part of the meeting with BLA (Executive Branch).

D – Conflict of interest prevents the SLO from notifying the RBS about the meeting with the BLA.

30 - Which statement is true about the web sites?

A – All the state web sites are political in nature or deal with taxes, fees, licenses and the like.

B – All BLA web sites must have a "BLA" verbiage inserted in their url string.

C - If the State and the BLA have their own Web page, you must be thoroughly familiar with all the state sites and always review it before the meeting with the BLA.

D – SLO cannot meet more than four times a year with the BLA, because they are busy and most of the information needed by the SLO can be found on the BLA web site.

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31 - Which statement is true?

- A – Check the NASBLA site frequently and especially before each visit with the BLA.
- B – Both A and C statements are true.
- C – Encourage the BLA to have links to the Auxiliary page as we have links to each State as well.
- D – Only A statement is true.

32 - Which statement is true?

- A – The NASBLA Web site: <http://www.nasbla.org/>.
- B – Departmental Vision is to promote and support recreational boating safety programs.
- C - From the NASBLA Web site you can get to every state and listing of all the BLAs.
- D – All of the above.

33 - Which statement is true?

- A – When meeting with the BLA, you must stick to the Auxiliary issues only.
- B – RBS is the primary mission of the Coast Guard.
- C - In some states, the SLO is the Coast Guard.
- D – You may discuss Coast Guard issues with the BLA, only after obtaining written authorization from the District RBS.

34 – Regarding District RBS Specialists, which statement is true?

- A - Depending on the competency of the SLO, they may rely heavily on the SLOs expertise to carry out the Coast Guard mission.
- B – Close contact and mutual support that exists between the Auxiliary and the RBS Specialists is at times a burden to both organizations.
- C – All USCG District RBS Specialists support multiple states.
- D – For the SLO, a cursory familiarity with the RBS issues in the District, are sufficient.

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35 - Which statement is true?

- A – No Coast Guard regions and Districts may have differing and varying policies.
- B – District RBS Specialists are uniformed members of the Coast Guard.
- C - It is important that you keep the RBS abreast of your activities.
- D – You only contact the RBS Specialist at the BLA request.

36 - Which statement is true?

- A – RBS district workshops are for BLA's only.
- B - Depending on the budget constraints, you may be invited to the RBS District Conference.
- C – Budgets aside, you may not be invited to the RBS workshop, because only sensitive military issues are discussed.
- D – The only Auxiliarists invited to the RBS workshops are those who deal with Homeland Security.

37 - Which statement is true?

- A – You should ensure that at every District yearly conference, there is a session on the District goals for each of the states within the District's operational jurisdiction, however, only the BLA's and the DCO with the Director of the Auxiliary can participate.
- B – SLOs may never be called upon to participate in any meetings where the BLA is not a present.
- C – SLO's responsibility is to meet with the BLA only, no exceptions.
- D - You should talk to your DCO about inclusion in the District strategic planning sessions.

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38 - Which statement is true?

- A - Using State and Local Resources will make you the expert others can turn to for assistance.
- B - NASBLA Web site is limited, because it offers no specific state connectivity.
- C - Most boating Web sites are self serving and are of little value to the Auxiliary, especially the SLO.
- D - Once you find out about the boating laws of one state, you know them all, very little difference between states.

39 - Which statement is true

- A - The E Department has created 2 list servers for Boating Law Administrators, one for FL and one MI.
- B - The BLA's don't use the servers because the test with the FL and MI is still on-going.
- C - SLO's are limited in their scope to help the BLA's in the use of the BLA server.
- D - None of the above.

40 - Boating Law Administrator (BLA) want to use the server and pass information to all registered USCG Auxiliary personnel, USCG Recreational Boating (RBS) Specialists, registered USPS members and any other individuals who have an interest in your state's regulatory and Boating Safety program and may need this information. In addition, which statement is true?

- A - We just need to get the program out of the test mode.
- B - Because the customer acceptance of the BLA server proved surprisingly easy.
- C - You may use this as often as you see fit.
- D - The SLO must first set up the account for them.

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41 - Which statement is true?

A – The url for the registration to be on the BLA distribution is:
<http://www.cgauxed.gov/elib/aids/statedb.php>.

B - Prospective recipient of the BLA distribution needs to go on line and register.

C – Another way to register for BLA distribution is to go to the NASBLA Web site at:
<http://www.nasbla.org/>.

D – The long BLA distribution registration process is not recommended, as it will pass you through much of the information offered by USCG that is not relevant.

42 - Which statement is true?

A - Get the latest copy of the Directory at: <http://www.uscgaux.org/~boating>.

B – The DIRECTORY OF SERVICES of the U. S. Coast Guard Auxiliary is a guide for the reader to become acquainted with the capabilities of the Coast Guard.

C – The Coast Guard supervises the Auxiliary through a network of RBS Specialists, regular Coast employees, assigned to districts or regions.

D - Auxiliary is the arm of the Coast Guard that directly promotes Law enforcement, along with Homeland security patrols.

43 - To help you speak about your job as an SLO in the Auxiliary, a Power Point presentation was assembled for that purpose.

A – But care must be taken not to make any changes to these slides.

B – And to get the latest copy of the overheads go to: <http://www.uscg.net/~boating>.

C - The latest copy of the overheads is available at: <http://www.uscgaux.org/~boating>.

D – To use it, you need to get permission from the DC-B.