

COMMON USPS ABBREVIATIONS

Many of the abbreviations listed below are used in connected series, e.g. ChMemCom, ChAGDiv and NCom. Use of the slash in most USPS abbreviations is not necessary, with the exception of expressions of ranks, e.g. P/C/C. A slash may be inserted in other combinations to clarify meaning, e.g. ChNomCom should be CH/NOM/COM when using all upper case text. With the exception of ranks and grades, these abbreviations should be used with restraint and be restricted to internal correspondence and documents where the context makes their meaning clear.

A, Asst	assistant	IT	information technology
Ad.....	administrative, administration	IQ	instructor qualification
AG.....	advanced grades	JN	junior navigator, Junior Navigation
AO	administrative officer	LB.....	local board for
AP	advanced piloting	LD.....	leadership development
B.....	boating	Leg.....	legislative
BA.....	boating activities	Lt	lieutenant
BBS.....	on-line bulletin board	ME.....	marine electronics
BDU	biographical data upload	ME	member emeritus (of the GB)
Bud	budget	Mem	membership
Bus	business	MI	member involvement
/C.....	commander (as in V/C, Lt/C)	Mar	marketing
Capt.....	captain	MM.....	merit marks
C/C.....	chief commander	Mtg.....	meeting
Cdr	commander	N.....	navigator, navigation, national
Ch.....	chair	NEO	national educational officer
Cl.....	class	NM	national meetings
CoCh	cooperative charting	Nom.....	nominating, nominations
Com	committee, committee on, committee for	NSBW	National Safe Boating Week
ComSys.....	computer systems	O.....	officer
CPS or CPS/ECP	Canadian Power and Sail Squadrons	OC, OCom.....	Operating Committee
Crs	course	OM	Operations Manual
CS.....	computer systems	Op.....	operations
D.....	district	OT.....	operations training
D/C.....	district commander	P.....	pilot, piloting
DEO	district educational officer	P/.....	past (as in P/C)
Dept	department	Plan.....	planning
Div	division	Prog	program, programming
DL.....	district liaison	PR	public relations
EC.....	elective course	R/	rear (as in R/C)
ECP	Escadrilles Canadiennes de Plaisance	R	rules
Ed, Edu	education, educational	RT.....	radio technical
Ed Fund.....	educational fund	S.....	seaman, seamanship, safety
ED.....	editorial development	S	squadron (as in SEO but never SC)
EDM.....	educational department manual	Sa.....	sail
EDN	educational department notice	Sec, Secy	secretary
EDR	educational development & review	SEO	squadron educational officer
EG.....	educational graphics	SL	squadron liaison
EM	engine maintenance	SM.....	student manual
EO.....	educational operations	SN, N.....	educational achievement award (senior navigator)
Ex	executive (as in ExCom)	SP	supplemental programs
FE.....	flag and etiquette	Stf/	staff (as in Stf/C)
Fin.....	finance	Sqdn.....	squadron
F/Lt	flag lieutenant	Su.....	support
FM.....	forms management	TA.....	teaching aids
G/B, GB	Governing Board	Treas	treasurer
GM	general member of the GB	V/.....	vice (as in V/C)
HQ	headquarters	VSC.....	vessel safety check
IM.....	instructional manual	Wx.....	weather
1/Lt, 1st/Lt	first lieutenant	XO	executive officer
ID	instructor development		

EXAMPLES

CoChCom DSec P/C/C TACom SEO D/1/Lt DSO GM/GB ChMemCom

Figure 5