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	Safety TRAINING, TESTING, AND LICENSING OF BOAT OPERTAORS	
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DEPARTMENT OF ARMY
U.S. Army Corps of Engineers
Washington, D.C. 20314-1000

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Regulation
No. 385-1-91

30 September 1994

Safety
TRAINING, TESTING, AND LICENSING OF SMALL BOAT OPERATORS

1. Purpose. This regulation establishes policy and procedures for the training, testing and licensing of operators of U.S. Army Corps of Engineers (USACE) boats/vessels less than 26 feet in length.

2. Applicability. This regulation applies to HQUSACE/OCE elements, major subordinate commands (MSC), districts, laboratories, and field operating activities (FOA) having small boating operations.

3. Policy. It is the policy of the Corps of Engineers that all employees who operate USACE boats/vessels less than 26 feet in length, be trained, tested and licensed in accordance with this and other applicable regulations. Employees who operate USACE boats/vessels will do so in a safe and prudent manner and in accordance with recognized Federal, state, and local laws and standards.

4. References.

a. 29 CFR 1910/1960, Occupational Safety and Health Act.

b. ER 1125-2-304, Inspection, Maintenance, Operation, and Repair.

c. EM 385-1-1, Safety and Health Requirements Manual.

5. Responsibilities.

a. The MSC, district, laboratory or FOA commander/director is responsible for:

(1) Managing a boat training and licensing program in

This regulation supersedes ER 385-1-91, dated 1 Jan 1991

compliance with this regulation. The commander shall appoint, in writing, a director to organize, integrate and monitor the boat training and licensing program.

(2) Assuring that operators of USACE boats/vessels are adequately trained, properly tested, and licensed, prior to the official operation of any USACE boat/vessel.

b. Each district, laboratory or FOA command with boating operations shall:

(1) Designate an individual as the responsible person for all boat training and licensing activities within the organization and provide training to all small boat operators in compliance with this regulation.

(2) Assign additional instructors, as necessary, to assist in boat operator training.

c. Operators of USACE boats/vessels, less than 26 feet in length, will successfully complete a 24-hour training and be licensed prior to official operation of a USACE vessel. Licensed motorboat operators will complete an 8-hour refresher course every five years to retain the license.

d. HQUSACE. The HQUSACE Civil Works Directorate and the Safety and Occupational Health Office will jointly maintain, and offer to employees, a 40-hour instructor training course which will qualify attendees to teach, test and certify operators of small boats/vessels. Additionally, the HQUSACE will provide peer reviews of subordinate licensing programs to assure compliance with this regulation.

6. General.

a. Motorboat License Examiners and operators will be:

(1) Trained to be fully knowledgeable of prescribed safety procedures including the use of all equipment and/or tools necessary to safely perform assigned tasks.

(2) Be capable of swimming 100 yards with a Personal Floatation Device (PFD).

b. USACE commands, at their discretion may elect to implement and enforce more stringent requirements than stated herein, but under no circumstances will the requirements be less than specified in this regulation.

7. Training and Licensing Requirements.

a. District/lab/FOA Motorboat Director. The district/lab/FOA Motorboat Director must be a graduate of the 40-hour HQUSACE-approved Motorboat License Examiner Training Course.

b. District/lab/FOA Motorboat Instructors. District/lab/FOA motorboat instructors must be graduates of the 40-hour HQUSACE-approved Motorboat License Examiner Training Course. To maintain certification as a motorboat instructor, USACE employees must participate as an instructor in at least one 24-hour motorboat training course or 8-hour refresher course every three years. If an instructor fails to meet this requirement, their certification shall be revoked and shall not be re-instated until such time as the employee attends a HQUSACE-approved 40-hour Motorboat License Examiner Training course.

c. Motorboat operators. District/lab/FOA Motorboat Operators must complete a 24-hour HQUSACE-approved Motorboat Operator Training course and be licensed prior to official operation of vessels. A recommended 24-hour training/testing requirement is found in Appendix A. Additionally, all motorboat operators must attend an 8-hour refresher training course every five years to maintain certification. A recommended refresher training course outline is outlined in Appendix B. USACE employees meeting the following criteria are exempted from attending the 24-hour training course:

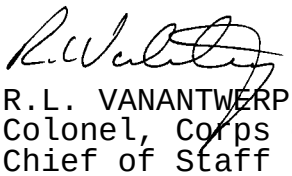
(1) USACE boat/vessel operators who pass the boat handling skills portion of the boating course and satisfactorily complete the final written examination, may be exempt from the training requirements in Appendix B. This demonstration of skills and knowledge will be on a case-by-case basis and will include the standard written examination and actual demonstration of boat and trailer skills.

(2) Corps of Engineers employees operating boats/vessels subject to U.S. Coast Guard restrictions will be licensed in accordance with that agency's requirements. Corps of Engineers boats/vessels in that category will meet the inspection and certification requirements of ER 1125-2-304.

d. Optional Form 346 will be the licensing document issued to individuals who satisfactorily complete the required training requirements and/or demonstrate the required proficiency in accordance with this regulation.

8. Equipment Inspection. USACE motorboats and auxiliary equipment shall be inspected annually using the checklist at Appendix C. Inspection results shall be maintained at the project and shall be made available upon request during a program audit.

FOR THE COMMANDER:



R.L. VANANTWERP
Colonel, Corps of Engineers
Chief of Staff

3 Appendices
APP A - 24-Hour Operator Course
APP B - 8-Hour Refresher Course
APP C - Small Boat Inspection Checklist

APPENDIX A

U.S. ARMY CORPS OF ENGINEERS
BOAT OPERATORS TRAINING COURSE
(24 HOURS)

The following outline will be used by local organizations to train employee operators of boats/vessels less than 26 feet in length. It is not necessary that course days run consecutively. The course schedule can be altered to meet local requirements as long as the subjects listed below are included in the total curriculum.

DAY ONE

0800-0815	Welcome and Purpose of Course
0815-0830	Written Boating Knowledge Pre Test
0830-1030	Required Boating Safety Equipment and EM 385-1-1 Requirements
1030-1130	Boats/Trailers/Maintenance
1130-1230	Lunch
1230-1330	Boats/Trailers/Maintenance - Continued
1330-1530	Navigation and Rules of the Road/Aids to Navigation
1530-1700	Demonstration of Emergency Procedures (Man Overboard Drills)

DAY TWO

0800-0900	Fire Suppression (Practical)
0900-1000	Boat Orientation (Practical) (1) Equipment Check (2) Starting Procedures (3) Getting Underway
1000-1030	Practical Boating Skills (Practical) (1) Refueling Procedures (2) Equipment Maintenance (3) Marlinspike Seamanship (4) Mooring and Tying Off
1030-1200	Course Familiarization with Instructor (Practical) (1) Boat Handling Familiarization

	(2) Docking Course (3) Serpentine Course (4) Transition Serpentine Course (5) Obstacle Avoidance Course
1200-1300	Lunch
1300-1700	Boating Course with Instructor (Same as Above)

DAY THREE

0800-1200	Boat Exercises (1) Trailer, Backing, Launching, and Retrieving (2) Alongside Maneuvering (3) Towing of Vessels (4) Emergency Procedures (Man Overboard Drills)
1200-1300	Lunch
1300-1430	Boat Exercises (continued)
1430-1600	Post Test/Review/Critique

APPENDIX B

U.S. ARMY CORPS OF ENGINEERS
BOAT OPERATORS REFRESHER TRAINING COURSE
(8 HOURS)

The following refresher training outline may be used by local organizations to train employee operators of boats/vessels less than 26 feet in length. The course schedule can be altered to meet local requirements.

CLASSROOM

0800-0810	USACE Boating Policy
0810-0830	Boating Laws/Rules and Regulations
0830-0850	Required Equipment/Equipment Inspection
0850-0910	Boat/Trailer Maintenance
0910-0930	Fire Suppression
0930-1000	Rules of the Road/Navigation Aids

PRACTICAL

1015-1200	Equipment Check Starting Procedures Getting Underway Refueling Procedures Mooring/Tying Off
1200-1230	Lunch
1230-1630	Maneuvering and Docking Emergency Procedures (Man Overboard Drills) Towing

APPENDIX C

U.S. ARMY CORPS OF ENGINEERS
SMALL BOAT INSPECTION CHECKLIST
(26 FEET AND LESS)

PROJECT:_____ DATE:_____
TYPE BOAT:_____TYPE MOTOR:_____
HORSEPOWER:_____INSPECTED BY:_____

INSPECTION CRITERIA	YES	NO	N/A	COMMENTS
1. Are periodic inspections and tests of all marine plant and equipment made to insure safe operating conditions? (19.A.01)				
2. Are marine plant and/or equipment found to be in unsafe condition, taken out of service and its use prohibited until unsafe conditions are corrected? (19.A.01)				
3. Are all items of floating plant or associated equipment stored or placed beyond 20 feet of overhead transmission or distribution lines?				
4. Was all marine plant and equipment put into use on the job, inspected, tested and found to be in safe operating condition before initial use? (19.A.01)				

INSPECTION CRITERIA	YES	NO	N/A	COMMENTS
5. Do inspection records maintained at the site become part of the official project file, and made available to designated authorities? (19.A.01)				
6. Is the maximum number of passengers that can be safely transported, posted on all launches, motorboats, and skiffs? (19.C.03)				
7. Does horsepower of engine meet hull specifications?				
8. Is a signal device provided on the vessel to give signals required by applicable navigation rules? (19.A.05)				
9. Are visual distress signaling devices (day and night) present and up to date?				
10. Is type and size of anchor and attached line suitable for size of boat?				
11. Are paddle and/or oars on board and in good condition?				
12. Is bilge pump and discharge (if so equipped) properly located and in good operating condition?				

INSPECTION CRITERIA	YES	NO	N/A	COMMENTS
13. Is a fully stocked First Aid kit of the proper size on board?				
14. Are navigation lights working properly?				
15. Has a Type III, Type V, or better USCG personal floatation device (PFD) been provided to all boat passengers? (05.I.01)				
16. Are PFDs inspected for defects which would alter their bouyancy before and after each use? (05.I.02)				
17. Are defective PFDs or PFDs with less than 13 pounds buoyancy, removed from service? (05.I.02)				
18. Are all PFDs equipped with retroreflective tape meeting EM 385-1-1, Appendix A.				
19. Is each boat equipped with at least one USCG-approved life ring or ring buoy with at least 90 feet of 3/8 inch solid braid polypropylene line or equal attached? (05 I 04)				
20. Is the motorboat equipped with a kill switch?				
21. Are boat seats securely bolted to the boat deck?				

INSPECTION CRITERIA	YES	NO	N/A	COMMENTS
22. Are all launches and motorboats equipped with fire extinguishers of at least the size and rating(s) specified? (19.C.04)				
23. Are provisions made for preventing accumulation of fuel/oils on floors, decks and in bilges? (19.A.07)				
24. Are all carburetors on gasoline engines equipped with a backfire trap or flame arrestor? (19.A.06)				
25. Are fuel tank overflow, fill and vent pipes so equipped that liquid or vapor cannot escape inside hull or cabin, and will flow overboard?				
26. Are automatic or remote controls provided where built-in fire extinguisher systems are installed? (19.C.04)				
27. Are boats powered by internal combustion engines, located within compartments or confined spaces, equipped with vent fans rated for Class I locations? (19.A.10)				
28. Are ventilator intakes extended to a distance not more than one foot from the engine compartment bottom?				

INSPECTION CRITERIA	YES	NO	N/A	COMMENTS
29. **Boat Trailering:** A. Is the hitch secured to the tongue locking mechanism sounding and non-binding?				
B. Are safety chains and hooks adequate for the size of the load?				
C. Are all lights: brake, turning, and running operating properly?				
D. Are tires in good condition: adequate tread, free of dry rot, and properly inflated?				
E. Are wheel bearings properly lubricated and is the proper torque on the wheel nut?				
F. Are caps and/or buddy bearings installed properly and functional?				
G. Are brakes (if equipped), working properly?				
H. Is the trailer tongue weight proper for the boat carried?				
I. Are rollers and/or bunks properly aligned and in good condition?				

INSPECTION CRITERIA	YES	NO	N/A	COMMENTS
29. **Boat trailering: (cont)** J. Are trailer wheel bearing seals marine grade and do they seal properly to prevent seepage of water into bearings and races?				
K. Has the trailer's master cylinder been checked for proper level of fluid and are there any signs of brake fluid leakage?				
L. Has the trailer's wheel cylinders been inspected for signs of brake fluid leakage, under dry conditions?				
M. Is the trailer suspension system adequate and capable of supporting the boat and other equipment loadings?				
N. Is the boat secured at bow and stern when trailered?				
O. Has a transom saver been installed for support of outboard motor skeg (foot)?				
P. Are trailer safety chains of a sufficient length to properly cradle the trailer tongue?				

INSPECTION CRITERIA	YES	NO	N/A	COMMENTS
30. **Towing Vehicle:** A. Is the vehicle of adequate weight and power to safely tow the loaded boat and trailer?				
B. Is the hitch properly rated for the weight of the boat and trailer to be towed?				
C. Is the hitch secured to the frame (not bumper) of the vehicle?				
D. Is the ball on the hitch the proper size for the trailer to be towed?				
E. Is the ball securely attached to the tow bar?				
F. Is the remote braking mechanism operating properly?				
G. Does the towing vehicle have adequately sized rear-view mirrors on both sides?				
H. Is rear suspension of towing vehicle sufficient and in condition to accept trailer tongue weight?				