



MOTORBOAT OPERATOR TRAINING COURSE GUIDELINES

The SBSA Motorboat Operator Training Course (MOTC) is entry-level training recommended for those who will be acting as small vessel operator or crew for SBSA member institutions. The MOTC provides fundamental training in boating knowledge and skills. It is not a certification course. Graduates must still be evaluated and authorized to operate vessels by their home institution. The home institution may require additional training in local knowledge, vessel characteristics, regional and local regulations, and agency policies, as necessary.

The MOTC, or US Department of Interior (DOI) Motorboat Operator Certification Course (MOCC), is required for personnel who will be operating boats under DOI auspices.

Since the MOTC is designed to provide equivalent training to the DOI MOCC, the MOTC must meet or exceed course standards per 485 DM 22.

COURSE OBJECTIVE

Through demonstration and actual use, provide the participant with the knowledge, skills, and abilities, to safely perform as operator or crew while on board a motorboat.

Lesson-specific objectives are in the DOI *MOCC Instructor Manual*.

SAFETY

- Location and weather must be conducive to learning, and appropriate for novice boaters.
- PFDs will be worn while underway, and at any time falls into the water are possible, and immediate recovery is not likely.
- A “Kill switch” will be used when there is risk of the operator being thrown from the controls.
- A VHF radio or other 2-way communication device will be on and operable, with at least one unit at each training station and vessel when the class is split into groups.
- When training in boats, an instructor will be present and in a position to take immediate control of the boat if needed.
- A safe and controlled speed will be maintained, and rules of the road and local regulations will be obeyed, at all times.
- The vessel’s maximum load capacity will not be exceeded.

INSTRUCTOR REQUIREMENTS

- LEAD INSTRUCTOR
 - Has successfully completed a DOI instructor course or equivalent, and staffed at least one DOI instructor course and four additional courses (MOTC or equivalent).
 - Deviation from this requirement has to be approved by the SBSA BOD.
 - Organizes, coordinates, and documents the course, ensuring standards and guidelines are met, staff instructors are guiding students to meet lesson objectives, and all aspects of the course are performed in a safe manner.
 - Is comparable to a DOI Instructor Level #1 in experience and training.

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- STAFF INSTRUCTORS
 - Have successfully completed the DOI instructor course or equivalent.
 - Conduct lectures, skill exercises and demonstrations, evaluate student performance, anticipate and prevent accidents, and provide feedback and assist the Lead Instructor with documentation.
 - Are capable of teaching all course subject material, and filling in for other instructors if circumstances require.
 - Assist the Lead Instructor with logistics, course setup/breakdown, briefings and debriefings.
 - Provide “demonstration quality” seamanship skills and knowledge.
 - Are comparable to a DOI Instructor Level #3 in experience and training.
- ALL INSTRUCTORS
 - Have approval from their home institution to teach boat operation and ancillary training.
 - Have completed a MOTC or DOI motorboat operator course.
 - Instructor status from other fields (scuba, rescue, emergency care, etc.) preferred, but not required.
 - Have demonstrated good teaching skills and knowledge.
 - Act as role models for safety on boats and around the water.

TRAINING MATERIALS

- DOI *MOCC Student Manual*.
- *MOCC Instructor Manual*.
- State, local and institutional publications and policies.
- Reference material and training aids to enhance the course.
 - A list of typical training aids & supplies is given in the *Instr. Manual*, page A.v
- Safety equipment required by federal, state, local and institutional policies and regulations.
- A selection of different vessels when possible (e.g., outboard steered by helm, O/B with tiller control, multi-engine, inboard powered, catamaran hull, etc.).

PREREQUISITES FOR ENTERING THE MOTC

- Approval from home institution.
- Demonstrated need for boat operator or crew training.
- Able to attend and participate in all aspects of the course.

COURSE POLICIES

- RATIOS:
 - On vessels: Maximum of three students to one instructor, unless vessel capacity requires fewer students.
 - Classroom and field lectures: Determined by the Lead Instructor based on safety resources (e.g., lifeguard present at pool session) and level of inherent risks.

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- HOURS:
 - Minimum of 24 hours. Hours may be increased as necessary.
 - Protracted courses, (e.g. meet once a week for 3 weeks) are acceptable, but the course must be completed within 60 days of the start.
 - Hands-on or underway hours should be maximized while not omitting the academic requirements.

ACADEMIC REQUIREMENTS

- CLASSROOM
 - Agency, state and institution policies
 - Vessel orientation, terminology
 - Required & recommended equipment
 - VHF radio communications
 - Rules of the road
 - Aids to Navigation (ATONS)
 - Marlinspike seamanship
 - Safety and emergency procedures
 - NASBLA topics
 - Security
 - Invasive species control
 - Pollution control
 - Recreational boating & other activities
 - Carbon monoxide
- FIELD LECTURES
 - Vessel inspection & safety equipment
 - Float plan and check lists
 - Boat & engine maintenance
 - Prop change
 - Jet drive overview (where applicable)
 - Trailer inspection, connection & maintenance
 - Anchoring and beaching
 - Rendering assistance and towing
 - Fire suppression
 - Visual distress signals

SKILL REQUIREMENTS

- ON LAND
 - Marlinspike seamanship
 - At least 6 common knots, including cleat hitch
 - Coiling and 3 methods of line storage
 - Line & type IV toss within arms reach @ 30' distance
 - Backing a trailer
 - Launch and recovery of a boat
 - Vessel & safety equipment inspection
 - Float plans & check lists
 - VHF radio use

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- POOL SESSION
 - In-water experience of exposure suits, work suits and pfd's as used by the students on the job.
 - Rescue bag, type IV toss.
 - Getting a person out of the water, both conscious & unconscious victim.
 - Survival techniques.
 - Inflatable pfd demo.
- UNDERWAY

In a location and conditions suitable for novice boaters, perform these skills:

 - Slow speed maneuvers
 - Launch & recovery
 - Vessel handling characteristics
 - Crew responsibilities
 - Docking, port & starboard sides to using various approaches
 - Turning around in a confined area (“star” or “circle”)
 - Touch & go - Station keeping
 - Object recovery - Personnel recovery
 - Line &/or pfd toss
 - Anchoring & beaching
 - Towing - if time allows
 - VHF radio use
 - At speed
 - Vessel handling characteristics
 - Serpentine
 - Object avoidance
 - Man Overboard (MOB) drills

EXAMINATIONS

- ACADEMIC
 - PRE-TEST
 - The DOI approved forty question pre-test shall be handed out during the first day of lecture. Review and discuss the pre-test before administering the final written exam (morning or lunch of day 3). The students may keep these as study guides.
 - FINAL WRITTEN EXAM
 - The fifty-question DOI approved final exam is required. Passing score is 70%.
 - Lead Instructors are encouraged to add more questions on state & agency regulations, local knowledge and safety.
- SKILLS
 - ON LAND
 - Throw bag and type IV pfd toss. Within “arms reach” of the “victim”.
 - Backing a trailer.
 - Launch & recovery of a boat.

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- Marlinspike seamanship.
- UNDERWAY
 - Docking, port & starboard sides to using various approaches.
 - Turning around in a confined area (“star” or “circle”).
 - Touch & go - Station keeping.
 - Object recovery.
 - Line &/or pfd toss.
 - MOB.
 - Recover a person simulating being in distress from the water back into the boat. This may be accomplished working together as a boat crew.

DOCUMENTATION

- COURSE REGISTRATION

Contact the Training Coordinator for the agency you are working with in your federal region with the course date, location and names of instructors. For USF&WS the contact is <http://training.fws.gov/EC/Resources/MotorBoat/mocc.htm>

 - The Regional Training Coordinator may be able to provide you with additional staff support, application forms, texts and other training materials.
 - The Regional Training Coordinator will pass along the course information to the National Conservation Training Center (NCTC).
 - List your class on the SBSA website training calendar <http://www.scientificboating.org/training.htm>.
 - At the end of the course send the completed Application forms to your Regional Training Coordinator, to be forwarded to NCTC.
- COURSE RECORDS
 - Keep the written final exam, practical skills check off sheet, waiver/release forms, copies of the application form, student list with contact info, class schedule with staff list, and any other relevant documents or communications for the time period specified by your home institution.

EXAMPLE SBSA MOTC SCHEDULE (12 students)

Date	Time	Topic/Activity	Comments & Assignments	
Day 1	0830-0915	Intro, Standards, & Requirements Administer Pre-Test	<ul style="list-style-type: none"> o NCTC Requirements o Waivers o Emergency Contact Form o Parking Passes o Course & Area orientation o Pre-Test o State Boating Course 	
	0915-0945	Boats Types: Orientation & Terminology		
	0945-1015	Required and Recommended Equipment		
	1015-1045	Navigation Rules- Lights, Sound Signals (10 Min Break)		
	1055-1130	Aids to Navigation Systems (ATONS)		
	1130-1200	VHF Radio Procedures		VHF Handouts
	1200-1300	LUNCH		
	1300-1340	Fire Suppression		
	1340-1440	Marlinespike		
	1440-1500	Emergency Rescue & Survival Procedures		
	1500-1730	Pool Exercises (20-minute sessions) Intro / Boat Bag Inflatable Demo 1. Emergency Gear 2. Rescue Techniques 3. Survival Swim & Tactics 4. Type IV throwing	Complete State Open book Test as Home work	
Day 2	0830-0930	Marlinespike Review - State Course & NASBLA		
	0930-0955	Agency Policies		
	0955-1025	Trailer Orientation & Connections	Trailer Jack & Grease Gun	
	1025-1055	Motor Maintenance & Prop Change Demo (5 min- BREAK)	Tools / Prop Wrench / Sample Parts	
	1100-1130	Visual Distress Signals		
	1130-1200	Boat Orientation & Equipment Inspections	Inspection Forms / One Float Plan per team	
	1200-1230	LUNCH (Field Objectives & Rotations)		
	1230-1300	Launch & Retrieve Demonstration		
	1300-1700	1) Trailer parking & backing and marlinespike 2) Boat 1 (MOB drills/Throw rope & rings) 3) Boat 2 (Circle / Object avoidance) 4) Boat 3 (Circle / Docking/Anchoring)	50-minute rotations	
	1700-1730	Trailer Boats / Clean & Stow Gear		
Day 3	0830-0900 0900-0920 0920-0945 0945-1000	Pre –Test Review Anchoring & Beaching Rendering Assistance & Towing Launch Boats		
	1000-1200	Field Rotations Practice	Two rotations	
	1200-1230	LUNCH		
	1230-1500	Field Rotations Practice	Two rotations	
	1500-1630	Performance Testing & Rescue Scenarios	Clean & Stow Boats / Equipment / Study Groups	
	1630-1730	Written Test	Collect Course Feedback Closing Comments	