



DEPARTMENT OF THE ARMY
U.S. ARMY CORPS OF ENGINEERS
441 G STREET, NW
WASHINGTON, DC 20314-1000

OCT 02 2017

CECW-CO

S: 20 October 2017

MEMORANDUM FOR CHIEFS, OPERATIONS AND NATURAL RESOURCES
MANAGEMENT, MAJOR SUBORDINATE COMMANDS AND DISTRICT COMMANDS

SUBJECT: USACE Small Boat Operator Training Program

1. I am directing the HQUSACE Natural Resources Management branch to conduct a thorough review of the United States Army Corps of Engineers (USACE) Small Boat Operator Training Program (for boats less than 26 feet in length) and to provide recommendations for program modification to me by 1 December 2017. My intent is to work collaboratively with MSC Operations Chiefs to move forward with discipline and focus to ensure our boat safety operator training is effective in preparing our boat operators for the conditions they will likely encounter in the course of their duties while mitigating the risk in the performance of these duties.
2. A Project Delivery Team (PDT), consisting of one representative from each MSC, will be chartered to assist with this action. I am requesting each MSC to submit up to three nominations via e-mail to Stephen Austin Stephen.b.austin@usace.army.mil by **20 October 2017**. All nominees must be endorsed by the MSC NRM Chief/Program Manager and must provide a brief description of their knowledge and involvement in the small boat operator program. One individual per MSC will be selected plus a Chair. The PDT will also include a representative from CECW-CO and CESO.
3. The PDT will review all applicable USACE small boat operator policies, national and district small boat operator training courses, district training manuals/standard operating procedures and external agency/organization training programs and will address the following major deliverables:
 - a. Provide recommendations to modify USACE small boat operator training program policies, procedures, and training courses including, but not limited to:
 - (1) Recommendations and suggested revisions to USACE regulations on the consistency and clarity of the use of kill switches in operation of USACE vessels.
 - (2) Recommendations for the removal or substantial modification of hazard avoidance maneuvers in all training courses. The PDT will prepare a recommendation for each (removal and substantial modification).
 - (3) Revision to the Activity Hazardous Analysis for boat safety training, with a specific emphasis on the hazard avoidance maneuver.

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(4) Specific roles and responsibilities for MSC, District, and Project offices in scheduling, overseeing, and conducting training.

(5) Proper internal control measures, equipment, practices, and reporting requirements.

b. Determine the advantages and disadvantages and the procedures to providing small boat operator training to outside entities.

c. Brief HQUSACE on proposed recommendations and the way forward to modify the small boat operator training policy and training course programs. Schedule an interim update o/a 1 November 2017.

d. Prepare small boat operator training program policy memorandum for HQUSACE approval (interim guidance until revised ER is published).

e. Prepare a standardized 24-hour Small Boat Operators Training Course and manual.

f. Revise applicable regulations, including ER 385-1-91 and Appendix M to EP 1130-2-500 and associated training courses.

4. The duration of the PDT is expected to be approximately 160 days with termination on or around 15 April 2018. It is anticipated that all PDT meetings will be accomplished virtually. HQUSACE funding has been requested to help cover the costs associated in revising ER 385-1-91 and Appendix M to EP 1130-2-500.

5. The USACE Small Boat Operator Training Program was established in 1994 to provide policy and procedures for the training, testing, and licensing of operators of USACE vessels less than 26 feet in length. The program has provided effective training and certification for boat license examiners (train-the-trainers) and as well as many USACE boat operators. Although being a successful program, the applicable regulations have not been updated since 1994 and action has now become necessary to review, revise, and update the program.

6. The POC for this action is Mr. Stephen Austin, Natural Resources Manager, 202-761-4489, Stephen.b.austin@usace.army.mil.


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Directorate of Civil Works