

ANNEX G (Visitor Assistance and Small Boat Operator Training Changes due to COVID-19) to OPORD 2021-25 (USACE Operations during COVID-19 Transition)

UPDATED as of 08 APR 2021

Revised MSC/District Visitor Assistance and Small Boat Operator Training Requirements

1. Applicability.

This provides interim policy due to COVID-19 for employees who need visitor assistance training to obtain or maintain Title 36 citation authority and/or motorboat operation training in accordance with ER 1130-2-550 Chapter 6, Visitor Assistance Program, EP 1130-2-550, Appendix E – Visitor Assistance Training Curriculum, and ER 385-1-91, Training, Testing and Licensing of Small Boat Operators.

2. Executive Order 13991, “Protecting the Federal Workforce and Requiring Mask-Wearing” and Related Centers for Disease Control and Prevention (CDC) Guidance.”

All applicable provisions in the Executive Order and CDC guidelines must be followed during all courses. Face masks must be worn during all indoor classroom instruction. This includes hands-on personal protection training and training located either in a Federal or non-Federal workplace such as a university. In accordance with the CDC’s guidelines, masks are not required during outdoor instruction if proper social distancing (6 feet or greater) can be achieved or if the mask will become wet during instruction. Face masks are not required when necessary to reasonably accommodate an individual with a disability. Additional information can be found at <https://corpslakes.erdc.dren.mil/covid19/index.cfm>.

3. Visitor Assistance Training – PROSPECT Course #147.

Visitor Assistance for Natural Resources Management (NRM) PROSPECT Course #147 is considered mission essential and has been revised to meet the current COVID-19 training requirements. The following courses are scheduled for FY21: Course #21-01, 3-7 May 2021 in Huntsville, AL (class currently full), Course #21-02, 19-23 July, Huntsville, AL (class currently full); Course #21-03, 20-24 September, Huntsville, AL (class currently full). The following courses are scheduled for FY22: Course #22-01, 13-17 December 2021, Huntsville, AL; Course #22-02, 18-22 July 2022, Huntsville, AL. Additional courses will be scheduled and announced as needed.

4. Regional Visitor Assistance Courses.

a. Major Subordinate Commands (MSCs) and districts are authorized to provide a 36-40-hour regional visitor assistance course for the purpose of providing timely citation authority for employees waiting to take Course #147. Regional courses provide citation authorization for a maximum of three years from the date of the training and cannot be

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extended beyond the three-year period unless the individual attends Course #147 per EP 1130-2-550, Appendix E, paragraph E-2 f.

b. Due to the COVID-19 pandemic, the three-year authorization policy in Appendix E is temporarily lifted to extend authority for an additional year for those employees who have reached their third and final year of authority and are unable to take Course #147 this year, as well as for those individuals who are in their fourth year because they were not able to take Course #147 in FY20. This action allows park rangers to maintain their authority during the recent postponement of PROSPECT courses.

c. MSCs and districts who have received earlier approval by HQUSACE to conduct regional trainings are encouraged to host courses to allow authorization for their park rangers and for park rangers from other MSCs based on space available. Training dates should be shared with Jonathan Carlisle, NRM PROSPECT Course #147 lead instructor, to be uploaded to the NRM Gateway and the Visitor Assistance SharePoint.

d. MSCs and districts without an authorized training course are encouraged to send a memorandum and course syllabus to HQUSACE, requesting approval to sponsor visitor assistance training. EP 1130-2-550, Appendix E, Table E-3, outlines the required materials to be instructed in the course. MSCs and districts without resources to manage visitor assistance training should contact nearby MSCs or districts offering training opportunities.

5. Annual Refresher Visitor Assistance Training.

MSCs and districts will be required to conduct FY21 Visitor Assistance refresher training courses per EP 1130-2-550, Appendix E, paragraph E-3. This training is required for individuals to maintain citation authority.

6. Boat Operator Initial and Refresher Training.

a. Boat training is considered mission critical as permitted in accordance with ER 385-1-91 and in compliance with the DoD, Army, and CDC guidance. Arrangements for smaller class sizes and lengthening the course should be considered to provide for a safer environment. For practical exercises, each student should remain with the same instructor each day. Vessels, boats, and equipment should be sanitized at the conclusion of each day.

b. Employees who cannot obtain required refresher training due to COVID-19 restrictions to maintain their USACE motorboat operator license can be granted a one-year extension to their license, provided they operate only with a licensed person who has satisfied all required training including the five-year refresher training. New employees can operate with a licensed person to help obtain required experience and skills; however, they cannot receive a license until they successfully complete the initial 24-hour training course.

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