

**FEMA NATIONAL US&R RESPONSE SYSTEM  
INCIDENT MANAGEMENT SYSTEM**

TASK BOOK FOR THE POSITION OF

**US&R Boat Operator**

**August 2016**

POSITION TASK BOOK ASSIGNED TO:
INDIVIDUAL'S NAME, TASK FORCE AFFILIATION, AND PHONE NUMBER
DATE POSITION TASK BOOK INITIATED:
TRAINING MANAGERS NAME, TASK FORCE, AND PHONE NUMBER

*The material contained in this book accurately defines the performance expected of the position for which it was developed. This task book is approved for use as a position qualification document in accordance with the instructions contained herein.*

# EVALUATOR

DO NOT COMPLETE THIS UNLESS YOU ARE RECOMMENDING THE TRAINEE FOR CERTIFICATION

**VERIFICATION / CERTIFICATION OF COMPLETED TASK BOOK FOR  
THE POSITION OF  
Water Rescue Specialist**

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**FINAL EVALUATOR'S VERIFICATION**

I verify that all tasks have been performed and are documented with appropriate initials

I also verify that \_\_\_\_\_  
has performed as a trainee and should therefore be considered for certification in this position

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**FINAL EVALUATOR'S SIGNATURE AND DATE**

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**EVALUATOR'S PRINTED NAME, TITLE AND PHONE NUMBER**

**TASK FORCE RECOMMENDATION FOR CERTIFICATION**

I certify that \_\_\_\_\_  
has met all requirements for qualification in this position and that such qualification has been  
issued.

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**TRAINING MANAGER'S SIGNATURE AND DATE**

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**TRAINING MANAGER PRINTED NAME, TITLE AND PHONE NUMBER**

## NATIONAL URBAN SEARCH AND RESCUE RESPONSE SYSTEM

### **US&R Boat Operator**

This Position Task Book (PTB) has been developed for Boat Operator within the National Urban Search and Rescue Response System. The task book lists the performance requirements (tasks) for this specific position in a format that allows a trainee to be evaluated against written guidelines. Successful performance of all tasks, as observed and recorded by an evaluator, will result in a recommendation to the Task Force that the trainee be certified in that position. Each PTB lists the performance requirements (tasks) for the specific position in a format that allows a TF member to be evaluated against written guidelines, specified by NFPA 1006 - current edition,

Evaluation and confirmation of the trainee's performance of all the tasks may involve more than one evaluator and can occur on incidents, training scenarios and other work situations. It is important that performance be critically evaluated and accurately recorded. All tasks must be evaluated before recommending certification. All bullet statements within a task which require an action (contain an action verb) must be demonstrated before that task can be signed off.

All TF members participating in Boat Operator position evaluation process shall obtain the minimum training level of:

Surface Water Rescue – Chapter 11 NFPA 1006 Level 1 & 2

Swiftwater Rescue- Chapter 12 NFPA 1006 Level 1 & 2

Boat Operator – Chapter - 11 NFPA 1006

Rope Rescue - Chapter 6 NFPA 1006 Level 1 & 2

GPS Awareness Course

## RESPONSIBILITIES:

1. The Task Force is responsible for:

- Selecting trainees based on the needs of the task force
- Ensuring that the trainee meets the training and experience requirements
- Initiating Position Task Book's (PTB's)
- Explaining to the trainee the purpose and processes of the PTB as well as the trainee's responsibilities
- Providing opportunities for evaluation and/or making the trainee available for evaluation
- Providing an evaluator for local assignments
- Tracking progress of the trainee
- Confirming PTB completion
- Determining certification per local policy
- Issuing proof of certification

2. The Trainee is responsible for:

- Reviewing and understanding instructions in the PTB
- Identifying desired objectives / goals
- Providing background information to an evaluator
- Satisfactorily demonstrating completion of all tasks for an assigned position within three years
- Notifying the task force leader when the PTB is completed and providing a copy
- Keeping the original PTB in personal records

3. The Evaluator is responsible for:

- Understanding the qualification process
- Being qualified and proficient in the position being evaluated
- Meeting with the trainee and determining past experience, current qualifications and desired objectives/goals
- Reviewing tasks with the trainee
- Explaining to the trainee, the evaluation procedures that will be utilized and which objectives may be obtained
- Identifying tasks to be performed during the evaluation period
- Accurately evaluating and recording demonstrated performance of tasks. Dating and initialing completion of the task shall document satisfactory performance.

4. The Final Evaluator is responsible for:

- Signing the verification statement inside the front cover of the PTB when all tasks have been initiated and if the trainee is recommended for certification

5. The PTB will be retained with the TF member's permanent training record upon completion.

# **POSITION TASK BOOK**

## **Boat Operator**

### **TRAINEE MUST MEET THE FOLLOWING GENERAL REQUIREMENTS**

#### **General Training Requirements**

1. Complete a Critical Incident Stress awareness course as determined by the sponsoring agency which includes, the signs and symptoms of critical incident stress syndrome (Board Certified Emergency Physicians inherently meet this requirement).
2. Complete IS-100, IS-200, IS-700 and IS-800 on-line courses.
3. Task Force Orientation, the DHS/FEMA US&R Orientation Course, to develop a working knowledge of FEMA's US&R Response System, organizational structure, operating procedures, safety practices, terminology, and a general awareness of the capacity and capabilities of the task force.
4. Complete the First Responder Operational Level for Hazardous Materials (OSHA 29 CFR 1910.120) including annual refresher training.
5. Must be currently certified in Cardiopulmonary Resuscitation. Task force members licensed or certified as EMT (all levels) and Board Certified Emergency Physicians inherently meet this requirement.
6. Complete respiratory protection training (OSHA 29 CFR 1910.134).  
Complete refresher training as required for respiratory protection training as per OSHA 29 CFR 1910.134 (k).
7. Complete the FEMA/US&R Enhanced Operations in the Contaminated Environment Course.
8. Complete Awareness Level training for confined space, water rescue and structural collapse per NFPA 1670.
9. Complete Blood-borne Pathogen training (OSHA 29 CFR 1910.1030)
10. Must complete the FEMA Ethics on-line course annually
11. Must have completed the requirement of a US&R Water Rescue Specialist

## **General Administrative Requirements**

1. Must be able to meet the physical requirements of the sponsoring agency.
2. Must be available to mobilize on short notice.
3. Must be capable of functioning for long hours under adverse conditions.
4. Must understand and adhere to safe working practices and procedures required in the disaster environment.
5. Must be able to function as a team member in the disaster environment.
6. Must have current file that includes completed:
  - a. Application for Federal Employment; Optional Form 612
  - b. Employee Data Transmittal Sheet (EDTS)
  - c. Appointment Affidavits; Standard Form 61
7. Complete quantitative respiratory protection fit test per 29 CFR 1910.134.
8. Must maintain current inoculations per National Urban Search and Rescue Response System.
9. Must have current Physician Clearance for Deployment Document.

**POSITION SPECIFIC REQUIRMENTS**

Trainee must meet Position Specific Requirements has identified in the current specific position description as issued through the FEMA US&R Response System.

SIGNATURE OF TASK FORCE TRAINING MANAGER
PRINTED NAME OF TRAINING MANAGER, AND PHONE NUMBER

**AUTHORIZED EVALUTOR SIGNATURES**  
**VALIDATION BLOCK**

Evaluator Name and Position	Evaluator Initials

<b>TASK-BOAT OPERATIONS</b>	<b>Satisfactory Completion</b>	<b>NFPA 1006</b>	<b>EVALUATOR:</b> Initial & date upon completion of task
GPS Awareness Level	<b>O</b>		
Safe Boating and Waterways Certificate	<b>O</b>	Boating Council	
FEMA US&R Water Rescue Specialist	<b>O</b>		
Identify the type of vessel (Jon Boat/Rubber Inflatable)			
<b>General Information</b>			
Identify: Bow, Stern, Starboard, Port sides of boat	<b>O</b>	11.1.8	
Identify: Transom, Gunwales, Thwarts, & Sponsons of boat	<b>O</b>	11.1.8	
Demonstrate proper mounting of Outboard to center of transom	<b>O</b>	A.11.1.8	
Demonstrate method for securing mounting screws to transom	<b>O</b>	A.11.1.8	
Demonstrate proper use of outboard motor tether to transom	<b>O</b>	A.11.1.8	
Demonstrate method to raise and lower outboard motor	<b>O</b>	A.11.1.8	
Locate and demonstrate use of outboard position locking mechanism	<b>O</b>	A.11.1.8	
Locate and demonstrate use of ignition, throttle, gear controls	<b>O</b>	A.11.1.8	
Locate and demonstrate use of night running lights	<b>O</b>	A.11.1.10	
Locate and demonstrate filling and use of hard/soft fuel bladders	<b>O</b>	A.11.1.10	
<b>Maintenance and Response Readiness</b>			
Locate, Identify, and inspect scupper drains	<b>O</b>	A.11.1.10	
Locate, Identify, and inspect lower unit gear oil level	<b>O</b>	A.11.1.10	
Demonstrate removal/replacement of Outboard motor cowling	<b>O</b>	A.11.1.10	
Locate, Identify, and inspect spark plugs and wires	<b>O</b>	A.11.1.10	
Locate, Identify, and inspect properly rigged bow and gunnel lines	<b>O</b>	A.11.1.10	
Demonstrate proper pre/post operation Inspection	<b>O</b>	A.11.1.10	

\*Code:

O = Task must be completed in a training environment and observed by an instructor

I = Task can be performed on any type of incident or field exercise. (fire, hazmat, flood, search, etc.)

U = Task must be performed on a US&R incident or planned event, not a training simulation

R = Rare event - the evaluation assignment may not provide opportunities to demonstrate performance.  
The evaluator may be able to determine skills/knowledge through interview or simulation.



<b>TASK</b>	<b>Satisfactory Completion</b>	<b>NFPA 1006</b>	<b>EVALUATOR: Initial &amp; date upon completion of task</b>
<b>Trailing and Launching Flood Boat</b>			
Demonstrate attaching trailer to tow vehicle	<b>O</b>	11.1.8	
Identify proper water depth required to launch Boat	<b>O</b>	11.1.8	
Demonstrate ability to anchor and tie off	<b>O</b>	11.1.8	
Demonstrate landing and trailering boat post incident	<b>O</b>	11.1.8	
<b>Crew Responsibilities</b>			
Identify US&R Water Rescue Specialist riding position and responsibilities	<b>O</b>	A.11.1.6	
Identify US&R Boat Operator riding position and responsibilities	<b>O</b>	A.11.1.10	
Identify Passenger positions	<b>O</b>	11.1.8	
Identify proper PPE for all members on craft	<b>O</b>	11.1.7	
Identify hand signals used for hazards and safe path of travel	<b>O</b>	A.11.1.8	
Demonstrate how to properly rig the boat for operation	<b>O</b>	A.11.1.10	
<b>Engine Operation</b>			
Identify and install fuel cell, fuel line, primer bulb, and connections	<b>O</b>	A.11.1.10	
Identify ignition and shut-off procedures including dead man leash	<b>O</b>	A.11.1.10	
Identify proper gear/throttle position for starting cold/hot including choke	<b>O</b>	A.11.1.10	
Demonstrate how to start swamped engine	<b>O</b>	A.11.1.10	

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<b>TASK</b>	<b>Satisfactory Completion</b>	<b>NFPA 1006</b>	<b>EVALUATOR: Initial &amp; date upon completion of task</b>
<b>Maneuvering Craft Under Power</b>			
Identify responsibilities of crew members when launching in current	<b>O</b>	A.11.1.10	
Demonstrate correct position (attitude) for launching in current	<b>O</b>	A.11.1.10	
Define and Demonstrate “Planing, Plowing, Trolling, and proper Attitude of boat in current	<b>O</b>	A.11.1.10	
Demonstrate ability to make wide turns right and left	<b>O</b>	A.11.1.10	
Demonstrate ability to “Hover” in current	<b>O</b>	A.11.1.10	
Demonstrate ability to use “Ferry Angles” to move river right/left	<b>O</b>	A.11.1.10	
Demonstrate ability to perform “Peel turns” right/left	<b>O</b>	A.11.1.10	
Demonstrate ability to perform “J-turns” right/left	<b>O</b>	A.11.1.10	
Demonstrate ability to perform tight “Figure 8 Turns”	<b>O</b>	A.11.1.10	
Demonstrate ability to safely land boat on shore/river	<b>O</b>	A.11.1.10	
<b>Maneuvering Without Power</b>			
Locate and Identify paddles	<b>O</b>	A.11.15.1.3	
Identify commands used for paddling “turn right/left, back paddle stop”	<b>O</b>	A.11.1.10	
Explain how to use “Ferry Angles” when paddling	<b>O</b>	A.11.1.10	
<b>Self-Rescue/ “Righting a Capsized Boat”</b>			
Demonstrate boat recovery. Beach and bail technique and flipping	<b>O</b>	11.1.10.B	
Identify properly stowed “Flip Lines”	<b>O</b>	11.1.10.B	
Explain procedure for crew to get onto capsized boat and right the boat using flip lines	<b>O</b>	11.1.10.B	
Explain procedure for starting engine after submerged	<b>O</b>	11.1.10.B	
Explain procedures for crew to self-rescue back into boat	<b>O</b>	11.1.10.B	

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<b>TASK</b>	<b>Satisfactory Completion</b>	<b>NFPA 1006</b>	<b>EVALUATOR:</b> Initial & date upon completion of task
<b>Rescue Operations</b>			
Demonstrate ability to safely retrieve a person from port/starboard sides of boat. Water Rescue Spec./Boat Operator responsibilities	<b>O</b>	11.1.9	
Demonstrate ability to safely retrieve a person from a fixed object. Water Rescue Spec./Boat Operator responsibilities	<b>O</b>	11.1.9	
Demonstrate ability to safely retrieve a person using throw bag from boat. Water Rescue Spec./Boat Operator responsibilities	<b>O</b>	11.1.6	
Demonstrate ability to safely deploy a “Water Rescue Spec.” from boat. Tethered and free swimmer. Crew responsibilities	<b>O</b>	11.1.6	
Demonstrate ability to move a stranded vessel to safety	<b>O</b>	11.1.10.B	

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