

2022

# Boat Operator – Position Task Book



**TENNESSEE  
SPECIAL OPERATIONS**



**RESPONSE TEAM**

Version 1  
1/21/2022

**Boat Operator Position Task Book**

**POSITION QUALIFICATION ASSIGNED TO:**

INDIVIDUAL'S NAME, DUTY STATION, AND PHONE NUMBER

**POSITION QUALIFICATION INITIATED BY:**

# State of Tennessee Boat Operator Position Task Book

## **Position Specific Requirements:**

The Boat Operator is responsible for all boat operation while rescue boat is engaged in water rescue missions. The Boat Operator reports directly to Incident or Operations Command.

## **Description of Duties:**

The Boat Operator is responsible for:

- The safe operation of all water-borne vessels
- Routine field maintenance of watercraft and equipment
- Implementing technical skills and operating equipment necessary for completing the water rescue portion of the action plan in a safe manner
- Performing supervised water operations and providing periodic progress reports as needed
- Ensuring accountability and maintenance for all issued equipment
- Performing additional tasks or duties as assigned
- Evaluating and modifying water operational tactics as needed

## **Position Requirements and Criteria:**

Individuals who meet the following requirements and criteria will be eligible to become Boat Operator and function in that role during local, regional, state or interstate deployments. The intent of these requirements is to select personnel fully capable of providing the water operational tactics and techniques required in a water rescue environment.

## **Position Task Book – Historical Documentation:**

For the purposes of documenting JPR's through historical training records, position task book JPR's may be recognized for satisfactory completion if the AHJ can verify its completion within 3 years prior to position certification.

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**Required Training:**

The Boat Operator shall meet all required prerequisites listed in Boat Operator Task Book check-off:

TASK	CODE	AHJ	EVALUATOR INITIALS AND DATE
1. Swiftwater Technician Training	T		
2. Swiftwater Operations Training	T		
3. AHJ Approved Watercraft Operations	T		
4. AHJ Approved Power and Paddle Craft Training	T		
5. AHJ Approved Boat Support Training	T		
6. Rope Rescue Technician	T		
7. Rope Rescue Operations	T		
8. Helicopter Rescue Operations (if applicable)	T		
9. Communications Skillset Verification (if applicable)	T		
10. Logistics Skillset Verification (if applicable)	T		
11. Hazardous Materials Certification (circle one)  TEMA Hazardous Materials Operations  TEMA Hazardous Materials Awareness	T		
12. Medical Certification (circle one)  First Responder  EMT-B  AEMT  Paramedic	T		
13. CPR/First Aid Certified	T		
14. IS-100, IS-200, IS-700, IS-800	T		
15. GPS/Land Navigation Training	T		
16. AHJ Approved Boater Safety Training	T		
17. A-100 Basic Aviation Safety	T		

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TASK	CODE	AHJ	EVALUATOR INITIALS AND DATE
18. Bloodborne Pathogens 29 CFR 1910.1030	T		

**Task Objectives:**

TASK	Satisfactory Completion	NFPA 1006 2017	EVALUATOR INITIALS AND DATE
19. Identify various types of vessels (Jon Boat, Inflatable Rescue Boat, Paddle Craft)	O	21.2.1	
20. Identify: bow, stern, starboard, port sides of the boat	O	21.2.2	
21. Identify: transom, gunwales, thwart, & sponsions various boats	O	21.3.1	
22. Demonstrate proper mounting of outboard motor to various boats	O	21.3.1	
23. Demonstrate method for securing mounting screws to transom	O	21.3.1	
24. Demonstrate proper use of outboard motor tether to transom	O	21.3.1	
25. Demonstrate method to raise, lower, and trim various outboard motors	O	21.3.1	
26. Locate and demonstrate the use of outboard position locking mechanism	O	21.3.1	
27. Locate and Demonstrate use of ignition, throttle, and gear select controls	O	21.3.1	
28. Demonstrate rigging for and use of night running lights	O	21.3.1	
29. Locate and Demonstrate filling and use of hard/soft fuel bladders and proper mixing of fuel as indicated by agency boats	O	21.3.1	
30. Navigate a watercraft as a helmsman given a watercraft navigation tools and a plotted course	O	21.2.8	

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TASK	Satisfactory Completion	NFPA 1006 2017	EVALUATOR INITIALS AND DATE
31. Successfully perform a required swim test that meets or exceeds the required minimum standard	O	16.3.1	

**Maintenance and Response Readiness:**

TASK	Satisfactory Completion	NFPA 1006 2017	EVALUATOR INITIALS AND DATE
32. Locate, identify, and inspect scupper drains	O	21.3.1	
33. Locate, identify, and inspect lower unit gear oil level	O	21.3.1	
34. Demonstrate removal and replacement of outboard motor cowling	O	21.3.1	
35. Locate, identify, and inspect spark plugs and wires; demonstrate replacement of spark plugs	O	21.3.1	
36. Locate, identify, and inspect properly rigged bow and gunwale lines	O	21.3.1	
37. Demonstrate proper pre/post operation inspections	O	21.3.1	

**Trailing and Launching Flood Boats:**

TASK	Satisfactory Completion	NFPA 1006 2017	EVALUATOR INITIALS AND DATE
38. Demonstrate attaching trailer to tow vehicle	O	21.3.5	
39. Identify power water depth required to launch boat	O	21.3.5	
40. Demonstrate ability to anchor and tie off	O	21.3.5	
41. Demonstrate ability to land/dock boat and to trailer boat post incident	O	21.3.5	

**Crew Responsibilities:**

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TASK	Satisfactory Completion	NFPA 1006 2017	EVALUATOR INITIALS AND DATE
42. Identify SW Technician riding positions and responsibilities	O	21.3.2	
43. Identify Boat Operator riding position and responsibilities	O	21.3.2	
44. Identify passenger positions	O	21.3.2	
45. Identify proper PPE for all members on craft	O	21.3.2	
46. Identify hand signals used for hazards and safe path of travel	O	21.3.2	
47. Demonstrate how to properly rig the boat for day and night operations	O	21.3.2	

**Engine Operation:**

TASK	Satisfactory Completion	NFPA 1006 2017	EVALUATOR INITIALS AND DATE
48. Demonstrate how to properly rig the boat for operation	O	21.3.1	
49. Identify ignition and shut-off procedures including dead man leash	O	21.3.1	
50. Identify proper gear/throttle position for starting cold/hot including choke	O	21.3.1	
51. Demonstrate how to dewater and start swamped engine	O	21.2.17	

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**Maneuvering Craft Under Power**

TASK	Satisfactory Completion	NFPA 1006 2017	EVALUATOR INITIALS AND DATE
52. Identify responsibilities of crew members when launching in current	O	21.3.2	
53. Demonstrate correct position (attitude) for launching in current	O	21.3.2	
54. Define and demonstrate “planning, plowing, trolling, and proper attitude of boat in current”	O	21.3.2	
55. Demonstrate ability to make wide turns right and left	O	21.3.2	
56. Demonstrate ability to “hover/hold station” in current Class II	O	21.3.2	
57. Demonstrate ability to use “ferry angles” to move river right/left Class II	O	21.3.2	
58. Demonstrate ability to perform “peel turns” right/left	O	21.3.2	
59. Demonstrate ability to perform “j-turns” right/left Class II	O	21.3.2	
60. Demonstrate ability to perform tight “figure 8 turns”	O	21.3.2	
61. Demonstrate ability to safely land boat on shore/river. Perform docking or watercraft recovery operations given a watercraft	O	21.2.9	
62. Perform procedures for a crew overboard (COB) event so that the incident is communicated to the operator, visual location of the subject is maintained, the location is marked, and recovery of the subject is accomplished	O	21.2.12 21.3.7	



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**Maneuvering Craft Without Power:**

TASK	Satisfactory Completion	NFPA 1006 2017	EVALUATOR INITIALS AND DATE
63. Locate and identify paddles	O	21.3.9	
64. Identify commands used for paddling “turn right/left, back paddle stop”	O	21.3.9	
65. Explain how to use “ferry angles” when paddling	O	21.3.9	
66. Self-Rescue, “Righting a Capsized Boat” in Class III water	O	17.3.3	
67. Demonstrate boat recovery. Beach and bail technique and flipping	O	17.3.3	
68. Identify properly stowed “flip lines”	O	17.3.3	
69. Demonstrate procedure for crew to get onto capsized boat and right the boat using flip lines	O	11.1.10.B	
70. Explain procedure for starting engine after submerged	O	21.2.7	
71. Demonstrate procedures for crew to self- rescue back into boat	O	11.1.10.B	

**Rescue Operations:**

TASK	Satisfactory Completion	NFPA 1006 2017	EVALUATOR INITIALS AND DATE
72. Demonstrate ability to safely retrieve a person from port/starboard sides of boat. SW Technician/Boat Operator/Agile Bowman responsibilities	O	21.2.14 21.3.9	
73. Demonstrate ability to safely retrieve a person from a fixed object. SW Technician/Boat Operator/Agile Bowman responsibilities	O	21.2.14 21.3.9	

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TASK	Satisfactory Completion	NFPA 1006 2017	EVALUATOR INITIALS AND DATE
<b>74. Demonstrate ability to safely retrieve a person using throw bag from boat. SW Technician/Boat Operator/Agile Bowman responsibilities</b>	O	16.2.7	
<b>75. Demonstrate ability to safely deploy a “water rescue spec.” from the boat. Tethered and free swimmer. Crew responsibilities</b>	O	21.2.13 21.3.8	
<b>76. Demonstrate ability to move a stranded vessel to safety (towing)</b>	O	21.3.10	
<b>77. Demonstrate victim pickup while under power using J-turn technique</b>	O	21.3.8	
<b>78. Perform anchoring operations given a watercraft, an operator, and anchoring equipment, so that the anchor is deployed to prevent vessel movement</b>	O	21.2.11 21.3.6	

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## Position Task Book Task Codes

For each of the tasks listed in the Position Task Book (PTB), there are one or more codes describing the circumstances in which the trainee can perform tasks related to the position. If a task has multiple codes listed, it means the evaluator can assess the trainee on ANY of those circumstances as opposed to evaluating the trainee on ALL the listed codes.

**Code T:** Task performed during training

**Code O:** Task must be completed in a training environment and observed by an instructor

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

## **How to Complete the Evaluation Record Form**

Each Evaluation Record Form (see next page) covers one evaluation period. Evaluation periods may involve incidents, classroom simulations, or daily duties, depending on what the PTB recommends. The AHJ determines the number of evaluations required for position qualification and certification. If evaluators need additional evaluation periods, they can copy pages from a blank PTB and attach them to the PTB in question.

### **Complete these items AT THE START of the evaluation period:**

***Evaluator's name; Incident/office title and agency:*** List the name of the evaluator, his/her incident position or office title, and the evaluator's home agency.

***Evaluator's home unit address and phone:*** List evaluator's home unit address and phone number.

***Name and location of incident or simulation/exercise:*** Identify the name (if applicable) and location where the trainee performed the tasks.

***Incident kind:*** Enter the kind of incident (such as hazmat, law enforcement, wildland fire, structural fire, search and rescue, flood, or tornado).

### **Complete these items AT THE END of the evaluation period:**

***Number and kind of resources:*** Enter the number of resources assigned to the incident, and their kind (such as team, personnel, and equipment) pertinent to the trainee's PTB.

***Evaluation period:*** Enter inclusive dates of trainee evaluation. This time span may cover several small, similar incidents.

***Position type:*** Enter position type (such as Type 3, Type 2, Type 1, or Single Type).

***Recommendation:*** Check the appropriate line and make comments below regarding the trainee's future development needs.

***Additional recommendations/comments:*** Provide additional recommendations and comments about trainee, as necessary.

***Date:*** List the current date.

***Evaluator's initials:*** Initial here to authenticate your recommendations and to allow for comparison with initials in the PTB.

***Evaluator's relevant qualification:*** List your certification relevant to the trainee position you supervised.

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Evaluation Record Form**

<b>TRAINEE NAME:</b>
<b>TRAINEE POSITION:</b>
<b>Evaluator's name:</b>
<b>Incident/office title and agency:</b>
<b>Evaluator's home unit address and phone:</b>
<b>Evaluation period:</b>
<b>Position type:</b>
<b>Recommendation:</b> <p>The above-named trainee performed the initialed and dated tasks under my supervision. I recommend the following for this trainee's further development:</p> <p>_____ The trainee has successfully performed all required tasks for the position. The AHJ should consider the individual for certification.</p> <p>_____ The trainee could not complete certain tasks or needs additional guidance. See comments below.</p> <p>_____ Not all tasks were evaluated on this assignment. An additional assignment is needed to complete the evaluation.</p> <p>_____ The trainee is severely deficient in the performance of tasks and needs further training prior to additional assignment(s) as a trainee for this position.</p>
<b>Additional recommendations/comments:</b>
<b>Date:</b>
<b>Evaluator's initials:</b>
<b>Evaluator's relevant qualification:</b>

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**Evaluator Verification**

*(Do not complete this form unless you are recommending the trainee for all-hazards certification.)*

<b>FINAL EVALUATOR VERIFICATION</b>
I verify that _____ has successfully completed all tasks as a trainee and should therefore be considered for certification in this position. I also verify that all tasks are documented with appropriate initials.
FINAL EVALUATOR'S SIGNATURE:
DATE:
FINAL EVALUATOR'S PRINTED NAME:
TITLE:
DUTY STATION:
PHONE NUMBER:
E-MAIL:

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**Documentation of Agency Certification**

<b>DOCUMENTATION OF AGENCY CERTIFICATION</b>
I certify that _____ has successfully met all the criteria set out in the Boat Operator Job Title/Position Qualifications for the position and will hereby receive certification of his/her qualification.
OFFICIAL'S SIGNATURE:
DATE:
OFFICIAL'S NAME:
TITLE:
DUTY STATION:
PHONE NUMBER:
E-MAIL: