



## **BOAT Consultation, Assessment, and Accreditation Process**

### **Overview**

The National Association of State Boating Law Administrators (NASBLA) through its Boat Operations and Training (BOAT) Program will provide its Consultation, Assessment, and Accreditation Process (CAAP) to a governmental agency, department or unit, of their maritime training policies, procedures, curricula, qualification process and documentation to ensure alignment with the BOAT Program National Standard, and interoperability with marine units across the country in the following applicable capabilities: Boat Crew Member, Boat Operator for Search and Rescue, Enhanced Vessel Operator, Tactical Operator, Pursuit Operator, Fire Boat Small, BUI, Accident Investigation, Small Vessel Radiological-Nuclear Detection Operator and any other discipline the National Director authorizes an agency to teach.

### **Purpose**

The Boat Operations and Training Program was established by NASBLA and through the efforts of its inter-agency "Council of Partners," and accepted by the U.S. Coast Guard as the National Standard of training, certification and training. These National Standards were created to ensure the readiness of state, local, and federal law enforcement and emergency response boat crews throughout the country, and their ability to conduct missions on our nation's waterways safely and effectively. By using this standard, and assessing an agency's compliance with the standard, the citizens of this country can be assured that this agency and its officers are trained to a United States Coast Guard and FEMA recognized standard as true force multipliers and capable of seamless inter-agency operation within our maritime homeland security framework.

### **Process**

We will evaluate an agency's training system, using the NASBLA BOAT Program as the standard of measurement, comparing specific policies, techniques and procedures in the following categories as outlined in the BOAT Manual;

<b>1</b>	<b>Training and Qualification</b>
A.	Training
B.	Program Oversight, Management and Organization
C.	Agency Training Program, Indoctrination, and Documentation
D.	Personnel Qualification Standards (PQS)
E.	Certification Lapse and Recertification
F.	Currency Maintenance
G.	Resident Training
<b>2</b>	<b>Boat Crew Training</b>
A.	System Overview
B.	NASBLA Training Advisory Boards
C.	Program Director Duties and Responsibilities
D.	Program Manager Duties and Responsibilities
E.	Boat Crew Examination Board
F.	Instructors and Trainees
<b>3</b>	<b>Qualification Process</b>
A.	Trainee Selection and Instructor Assignment
B.	Completion of the Qualification Tasks
C.	Authorities and Exceptions
D.	Specific Requirements
<b>4</b>	<b>Currency Maintenance</b>
A.	Proficiency Requirements
B.	Currency Requirements
C.	Specific Requirements
D.	Documentation



### ***The CAAP Steps***

The evaluation process is broken into three separate areas; Consultation, Assessment, and Accreditation. Each of these steps can be taken individually or collectively. For example, an agency can choose just to undergo the Consultation phase, and not conduct an Assessment of Accreditation. However, this may impact future grant applications as the alliance with the BOAT Program could become required in upcoming federal funding programs, in EMAC agreements, and for FEMA deployments in disaster response.

Additionally, an agency can choose to go straight to the Accreditation phase, but without the prior steps may not recognize procedures that do not meet the standards, and therefore be refused their Accreditation.

#### **Phase I: Consultation.**

As the initial step in any evaluation process, the BOAT Program's National Director will provide subject matter knowledge and guidance to the agency's Program Manager in an effort to identify conforming practices that the agency currently implements, and those policies or procedures that may not meet the standards. This first stage of the CAAP process helps the agency prepare itself for the following steps.

#### **Phase II: Assessment.**

In this phase of the process, the team will evaluate the agency's training procedures, qualification standards, currency maintenance and documentation records, and conduct an on-site visit. Each of the Qualification Tasks in the BOAT Manual will be evaluated to see if the training program of the agency, or training that the members attend meet the specific standards for Boat Crew Member, Boat Operator, Tactical Crew Member, or Tactical Operator competencies (See Vol II, Chapter 3, Page 41 through 43 for reference.)

At the conclusion of this phase, the agency will be provided a report outlining each of the specific evaluation areas and if compliance to the standard is achieved in those areas. If there are areas that need additional steps in order to achieve compliance, a Plan of Corrective Action will also be provided.

#### **Phase III: Accreditation.**

The final step in the CAAP, the agency will be evaluated in all aspects of the BOAT Program as outlined on page one, and as referenced in Phase II. Upon completion of this phase, the agency if found to be in compliance with the standards, will be issued an accreditation certificate and its officers entered into the national database of Boat Crew Members, Boat Operators, Tactical Operators, Pursuit Operators, and/or Small Vessel Rad-Nuc Detection Operators. The agency will also be allowed to update currency and training information into the database through the Program Director.



### **Accreditation Costs**

#### **(1.) Initial Accreditation Costs.**

- a. **For NASBLA members the cost to attain Accreditation is \$2500 per calendar year, for a contractual period of six years.** (NOTE: For Accreditations achieved on or before July 31<sup>st</sup> of a calendar year, payment will be due upon achievement of that Accreditation, and in accordance with a member's annual dues schedule for each year thereafter. For Accreditations achieved on or after August 1<sup>st</sup> of a calendar year, invoice and payment will be due in accordance with a member's annual dues schedule.)
- b. **For non-members, the cost to attain Accreditation is \$10,000 for a three year initial accreditation period.**
- c. **Travel, lodging, per diem and expenses for Initial Accreditation site visits shall be invoiced separately. (Estimated at a cost of \$2000 on average.)**

#### **(2.) Cost to Maintain Accreditation Status**

- a. **For each year after the initial Accreditation contractual period the fee will be \$2500/year.**
- b. Maintenance of Accreditation will require a Triannual Audit visit (every three years) from the initial Accreditation date on, of which payment of travel, lodging, per diem and expenses will be required for each audit visit. (Estimated at \$1000/visit on average.)
- c. NOTE: If annual Accreditation Maintenance fee is not received, NASBLA shall rescind Accreditation status of the member.

#### **(3.) Cost for Re-Accreditation**

- a. Should Accreditation of an agency be rescinded because of a lapse in annual payment, or for violation of Accreditation policies and standards, a Re-Accreditation Audit is required. **The Re-Accreditation and audit fee is \$5000.00, after which, the annual Maintenance fee of \$2500 is required (see above.)**
- b. Travel, lodging, per diem and expenses for Initial Re-Accreditation site visit shall be invoiced separately. (Estimated at a cost of \$1000 on average.)

### **CONTACT INFORMATION:**

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