

# Education Standard Checklist for Conformity Assessment\* see note last page



Course Provider Name

Course Provider Contact Name

Contact E-mail

Date Submitted to NASBLA

## **ANSI/NASBLA 103-2016: Basic Boating Knowledge - Power**

### **1.0 The Boat**

#### 1.1 Boat Capacities

The course shall describe how to determine acceptable loading based on:

- locating and determining a boat's gross load capacity (total weight and number of persons) from the boat capacity plate; and
- horsepower recommendations.

#### 1.2 Personal Watercraft (PWC)

Personal Watercraft (PWC) or other boats without capacity plates should reference the owner's manual and state laws.

### ***1.1 and 1.2 Reviewer's Comments:***

***Meets Standard?***

YES

NO

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## **2.0 Boating Equipment**

### **2.1 Personal Flotation Devices (Wearable Life Jackets and Throwable Devices) Types and Carriage**

2.1.1 The course shall explain the:

- different classifications and types of U.S. Coast Guard approved personal flotation devices (PFDs), including wearable and throwable devices;
- different sizes of U.S. Coast Guard approved PFDs; and
- respective uses, advantages, and disadvantages of life jackets based upon the activity for which they are intended.

2.1.2 The course shall also:

- describe the number and types of PFDs/ life jackets that must be carried aboard the boat according to applicable regulations;
- discuss and clarify label restrictions; and
- emphasize that the best life jacket is the one that will be worn all the time.

### **2.1 Reviewer's Comments:**

**Meets Standard?**

YES

NO

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## **2.2 Personal Flotation Device Availability and Sizing**

2.2.1 The course shall communicate that PFDs/ life jackets must be:

- readily accessible, and
- correctly sized for the persons using them.

### **2.2 Reviewer's Comments:**

**Meets Standard?**

YES

NO

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## **2.3 Wearing Life Jackets**

2.3.1 The course shall inform boat operators of the importance of:

- selecting the proper life jacket for the activity and everyone wearing life jackets at all times while aboard, skiing, or otherwise being towed;
- showing passengers how to correctly select the right size of life jacket and put on their life jackets;
- emphasizing the need to be aware that conditions can change quickly while boating (i.e., weather and water conditions, boat traffic, etc.); and
- stressing the need to always wear a life jacket while aboard due to the difficulty of putting a life jacket on in the water while under distress.

### **2.3 Reviewer Comments:**

**Meets Standard?**

YES

NO

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### **2.4 Personal Flotation Device Serviceability**

2.4.1 The course shall describe:

- the characteristics of serviceable PFDs/life jackets,  
and

- when to replace PFDs/life jackets due to excessive  
wear or damage.

2.4.2 Special attention will be given to the  
maintenance of inflatable life jackets as per  
manufacturer recommendations.

### **2.4 Reviewer Comments:**

**Meets Standard?**

YES

NO

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## **2.5 Fire Extinguisher Equipment**

2.5.1 The course shall describe:

- the legal carriage requirements for fire extinguishers on recreational boats;
- the type and size of fire extinguishers needed for different types of fires;
- the importance of placing fire extinguishers in readily accessible locations; and
- the need for following manufacturer's recommendations for inspection and maintenance of fire extinguishers.

### **2.5 Reviewer Comments:**

***Meets Standard?***

YES

NO

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## **2.6 Back-Fire Flame Control Device**

2.6.1 The course shall describe:

- the purpose, and
- maintenance of a back-fire flame control device.

## **2.6 Reviewer Comments:**

**Meets Standard?**

YES

NO

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## **2.7 Ventilation Systems**

The course shall discuss the ventilation system requirements for different types of boats.

## **2.7 Reviewer Comments:**

**Meets Standard?**

YES

NO

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## **2.8 Navigation Light Equipment**

The course shall cover the navigation light requirements for recreational boats as set forth in the most recent version of the NAVIGATION RULES AND REGULATIONS HANDBOOK by the United States Coast Guard.

## 2.8 Reviewer Comments:

**Meets Standard?**

YES

NO

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## 2.9 Sound Signaling Equipment

2.9.1 The course shall cover sound signal requirements for recreational boats as set forth in the most recent version of the NAVIGATION RULES AND REGULATIONS HANDBOOK by the United States Coast Guard, describing:

- the types of sound-producing devices required on recreational boats, and
- the use of such devices on recreational boats.

## 2.9 Reviewer Comments:

**Meets Standard?**

YES

NO

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### 2.10 Visual Distress Signal Equipment

The course shall describe:

- the types of visual distress signals required on recreational boats, and
- the use of visual distress signals required on recreational boats operating on
- the use of visual distress signals required on recreational boats operating on coastal waters, and adjoining rivers two (2) or more miles wide at the mouth and up to the first point the river narrows to less than two (2) miles as summarized in the most recent version of the NAVIGATION RULES AND REGULATIONS HANDBOOK by the United States Coast Guard.



## 2.10 Reviewer Comments:

**Meets Standard?**

YES

NO

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## 3.0 Trip Planning and Preparation

### 3.1 Checking Local Weather and Water Conditions

3.1.1 The course shall describe how to make informed boating decisions based on:

- forecasted local weather,
- water conditions,
- boater skill level,
- boat range, and
- capability of the operator and the boat pertinent to those conditions.

3.1.2 It shall describe:

- dangerous weather (i.e., strong winds, storms, lightning, hurricanes, fog),
- water conditions (i.e., high water, sand bars, currents, large waves), and
- their importance in trip planning.

**3.1 Reviewer Comments:**

**Meets Standard?**

YES

NO

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**3.2 Checking Local Information**

3.2.1 The course shall describe how to obtain information about local hazards that may impede the safe operation of a recreational boat.

3.2.2 The course shall describe how to obtain information and inform the boater regarding local and state laws and regulations

**3.2 Reviewer Comments:**

**Meets Standard?**

YES

NO

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### **3.3 Filing a Float Plan**

3.3.1 The course shall describe:

- the importance of notifying someone of your boating plans, and
- the basic information that should be included.

#### **3.3 Reviewer Comments:**

**Meets Standard?**

YES  
NO

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### **3.4 Boat Preventative Maintenance**

3.4.1 The course shall communicate the need for:

- regular inspection, and
- maintenance of the boat and its key components (e.g., through-hull fittings, motor, electrical system, fuel system, operation of engine cutoff device [if installed]).

#### **3.4 Reviewer Comments:**

***Meets Standard?***

YES

NO

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**3.5 Launching and Retrieving from a Trailer**

The course shall cover safe trailering procedures including:

- safe towing preparation,
- road handling factors when pulling a trailer,
- launching a boat, and
- retrieving a boat from the water.

***3.5 Reviewer Comments:***

***Meets Standard?***

YES

NO

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**3.6 Fueling Procedures**

The course shall provide information on proper procedures for:

- fueling, and
- ventilation during fueling.

### 3.6 Reviewer Comments:

**Meets Standard?**

YES

NO

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### 3.7 Pre-Departure Checklist and Passenger Communication

3.7.1 The course shall describe:

- the importance of using a pre-departure checklist, and
- conducting an onboard safety discussion with passengers.

3.7.2 Passengers should be informed about the location and use of:

- PFDs/life jackets (and shown how to put them on),
- fire extinguishers, and
- visual distress signals and first-aid kit.

3.7.3 Passengers should be informed about:

- anchoring procedures,
- emergency radio operation (if applicable),
- storm/rough weather procedures,
- line handling,
- emergency boat operation, and falls overboard procedure.

**3.7 Reviewer Comments:**

***Meets Standard?***

YES

NO

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## 4.0 Safe Boat Operation

### 4.1 Operator Responsibilities

4.1.1 The course shall describe the boat operator's ultimate responsibility for:

- operator proficiency,
- situational awareness,
- safety of boaters aboard and anyone coming into contact with the boat, and
- all activity aboard the boat.

4.1.2 The course shall describe a boat operator's responsibility regarding the impact of the boat's operation on other water users, including, but not limited to, the need for:

- controlling boat speed,
- obeying no wake/limited wake restrictions;
- refraining from careless, reckless, or negligent operations on the water; and
- observing and operating in accordance with homeland security measures

4.1.3 The course shall describe homeland security measures, including:

- keeping a safe prescribed distance from military and commercial ships;
- avoiding commercial port operations area;
- observing all security zones; and
- observing and reporting suspicious activities to proper authorities.

4.1.4 The course shall indicate that it is the beginning of the boater's education and that other courses are available.

**4.1 Reviewer Comments:**

***Meets Standard?***

YES

NO

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## 4.2 Influence of Drugs and Alcohol on Boat Operation

The course shall describe:

- the effects of drinking alcohol or using drugs while boating, and
- the boating laws pertinent to operating a boat while under the influence.

### ***4.2 Reviewer Comments:***

***Meets Standard?***

YES

NO

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## 4.3 Navigation Rules

4.3.1 This course shall describe basic safe boating operation and good seamanship for recreational boaters.

4.3.2 The course shall be designed to assist the recreational boater when encountering typical navigation rules of the road situations.

4.3.3 Although boat operators are responsible to be knowledgeable of the NAVIGATION RULES AND REGULATIONS HANDBOOK by the United States Coast Guard in their entirety, this course will focus on only the following Inland Rules\*:

\*In those states that Inland Rules do not apply, the equivalent International, Western Rivers or Great Lakes rule(s) may be substituted by the Course Provider.

- Rule of responsibility – Rules 2(a) and 2(b)

- Proper lookout – Rule 5

- Safe speed – Rule 6(a)

- Collision avoidance rules

Rules 7(a),

7(d),

7(d)(i),

7(d)(ii),

Rule 8,

Rules 13(a),

13(b),

Rule 16,

Rule 17,

Rule 18 (a-d)

- Inland Rules

14(a),

14(b),

14(c),

Rule 15(a)

- Restricted visibility – Rules 19(a) through (e)

- Disclaimer (Include verbatim in course materials.)

*“The navigation rules contained in this course summarize basic navigation rules for which a boat operator is responsible on inland waterways. Additional and more in-depth rules apply regarding various types of waterways, such as International Waters and Western Rivers, and operation in relation to commercial vessels and other watercraft.*

*For a complete listing of the navigation rules, refer to the document NAVIGATION RULES AND REGULATIONS HANDBOOK by the United States Coast Guard.*

*For State specific navigation requirements, refer to the state laws where you intend to boat.”*

**4.3 Reviewer Comments:**

***Meets Standard?***

YES

NO

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#### **4.4 Aids to Navigation**

4.4.1 The course shall describe the Federal U.S. Aids to Navigation System (USATONS).

4.4.2 The course will provide information about regulatory/informational markers (identified by orange bands on the top and bottom of each buoy) used to advise of:

- situations,
- dangers, or
- directions indicating:
  - shoals,
  - swim areas, and
  - speed zones, etc.

#### **4.4 Reviewer Comments:**

***Meets Standard?***

YES

NO

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#### **4.5 Docking and Mooring**

The course shall describe common practices for docking and mooring a boat relative to:

- boat size,
- type of boat,
- location,
- weather, and
- current.

#### ***4.5 Reviewer Comments:***

***Meets Standard?***

YES

NO

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## **4.6 Anchoring**

4.6.1 The course shall describe the importance of:

- carrying an anchor, and
- the selection of: anchors, related ground tackle, and their use for different types of boats in various boating conditions.

4.6.2 The course shall describe:

- procedures for anchoring,
- use of anchors as safety devices in emergency situations, and
- the hazards of stern anchoring.

### ***4.6 Reviewer Comments:***

***Meets Standard?***

YES  
NO

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#### **4.7 Carbon Monoxide**

The course shall describe the dangers, symptoms, and avoidance practices associated with carbon monoxide (CO) poisoning in recreational boating.

#### **4.7 Reviewer Comments:**

***Meets Standard?***

YES

NO

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#### **4.8 Propeller Intervention & Awareness**

The course shall describe the dangers, unsafe activities, safety equipment (e.g., engine cutoff device), and avoidance practices to mitigate or prevent propeller strikes in recreational boating.



**4.8 Reviewer Comments:**

**Meets Standard?**

YES

NO

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**5.0 Emergency Preparedness**

**5.1 Rendering Assistance**

5.1.1 The course shall explain that, according to the Navigation Rules, boat operators are required to render assistance to a boat in distress to the extent they are able.

**5.1 Reviewer Comments:**

**Meets Standard?**

YES

NO

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## 5.2 Capsizing/Falls Overboard

5.2.1 The course shall describe how to prevent and respond to these emergencies.

5.2.2 The prevention responses shall include:

- stay centered and low,
- avoid standing and sudden moves,
- maintain three points of contact,
- never overload,
- balance your load, and
- avoid rough water.

5.2.3 The responding procedures shall include:

- wearing life jackets,
- taking a head count,
- staying with the craft when appropriate,
- signaling for assistance,
- using improvised floating aids, and
- initiation of procedures to recover people in the water.

**5.2 Reviewer Comments:**

***Meets Standard?***

YES

NO

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## 5.3 Cold Water Immersion

5.3.1 The course shall describe the effects of cold water immersion and how to prepare for, prevent, and respond to a cold water immersion event, including:

- Stages and the physiological effects of cold water immersion:

- Initial reaction (cold shock response; gasping and hyperventilation),
- Short-term response (cold incapacitation; swim failure, functional loss), and
- Long-term response (immersion hypothermia).

- Preparation and Prevention:

- Wearing a life jacket enhances chances of survival during each stage;
- Carrying communication and signaling devices on person; and
- Preventing capsizing, swamping, and falls overboard.

- Response:

- Initial reaction (first 1-5 minutes) – airway protection and breath control;
- Short-term (first 30 minutes) – performing the most important functions first (emergency communication, situational assessment, decision making, and self-rescue activities); and
- Long-term (after 30 minutes or more) – slow body core heat loss and be prepared at all time to signal rescuers.

### **5.3 Reviewer Comments:**

***Meets Standard?***

YES

NO

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### **5.4 Fire Emergency Preparedness**

The course shall describe procedures to prevent and respond to boating fires such as:

- proper use of fire extinguishers, and
- basic knowledge of fire suppression principles.

**5.4 Reviewer Comments:**

**Meets Standard?**

YES

NO

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**5.5 Running Aground Prevention and Response**

The course shall describe how to prevent, and respond to running aground for recreational boats.

**5.5 Reviewer Comments:**

**Meets Standard?**

YES

NO

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## 6.0 Other Water Activities

### 6.1 Water-Jet Propelled Watercraft

The course shall inform all operators of jet-propelled and personal watercraft about:

- safe boating practices, and
- special accident risks unique to personal watercraft (PWC), such as:
  - off throttle loss of steering,
  - stopping (including braking and reverse systems.
  - re-boarding a PWC, and
  - the use of a lanyard cutoff switch.

### 6.1 Reviewer Comments:

**Meets Standard?**

YES

NO

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## 6.2 Water Skiing, Towed Devices and Wake Sports

The course shall describe safety practices specific to:

- pulling water skiers,
- towing anyone behind a vessel, and
- allowing anyone to participate in an activity using the wake of the vessel (wake boards, tubes, etc.).

### 6.2 Reviewer Comments:

**Meets Standard?**

YES

NO

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## 6.3 Diving and Snorkeling

The course will describe:

- how to recognize a diver down flag, and the International Code Flag A, and
- the legal requirements for operating a boat in the vicinity of snorkeling or scuba diving activities.



### **6.3 Reviewer Comments:**

**Meets Standard?**

YES

NO

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### **6.4 Hunting & Fishing**

6.4.1 The course shall inform people who fish and hunt from boats that they are boaters and need to follow safe boating practices.

6.4.2 Information will be provided about accident risks unique to this group of recreational boaters.

### **6.4 Reviewer Comments:**

**Meets Standard?**

YES

NO

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## 6.5 Small Boats

6.5.1 The course shall describe that all boat operators should be aware of their interactions around small boats including the effect of boat wakes.

6.5.2 Additionally, the course will provide information about the safety considerations inherent to all small watercraft, as to:

- the importance of donning a life jacket prior to entering the watercraft,
- stabilizing a small boat for entering,
- boarding a small boat safely,
- proper loading for stability,
- moving around in the boat (e.g., keeping the weight centered from side-to-side and bow-to-stern),
- maintaining stability while underway, and
- being prepared for unintended water entry.

### **6.5 Reviewer Comments:**

**Meets Standard?**

YES  
NO

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DATE OF INITIAL REVIEW

DATE OF THIS REVIEW

DATE OF FINAL APPROVAL

REVIEWER NAME

REVIEWER E-mail

Notes:

*\*Note regarding Checklist:  
This worksheet is created as  
a tool for use in the NASBLA  
conformity assessment  
process. In any wording on  
this checklist does not  
exactly match the referenced  
standard, the wording of the  
standard shall prevail.*