



OSU SMALL BOAT PROGRAM CHECKLIST

Below is a checklist designed to help OSU personnel using small boats (motorized or non-motorized) meet program requirements. It is not intended to be a comprehensive list of responsibilities, and should be supplemented with additional items appropriate for the project and location:

Small Boat Operations (GENERAL-includes motor boats, personal watercraft, sailboats, paddle crafts):

- Operator on file with OSU Small Boat Safety Office and has current Oregon State Marine Board *Boat Oregon* certification (or equivalent)
- Training and experience for Operator and Crew appropriate for vessel, environment, and tasks
- PFD use mandatory
- On-water work plan and emergency plan reviewed and approved by OSU Small Boat Safety Officer (BSO) or designee
- Group risk assessment conducted prior to launch: weather, sea state, crew readiness, etc
- Designated Shore Contact* (DSC) for project identified and approved by BSO
- Operator has established and discussed check-in procedures with DSC
- OSU Float Plan submitted to DSC prior to departure and closed Float Plan forwarded to BSO
- Vessel on file with OSU BSO, appropriately inspected, registered, and suitable for planned tasks
- Minimum required safety equipment onboard; mission-specific equipment onboard
- Current CPR and First Aid certifications for Operator (Crew certifications highly recommended-*Wilderness First Aid* may be indicated)
- Appropriate waivers and releases completed
- Incidents/close calls reported to OSU Small Boat Safety Office

Small Boat Operations (MOTORIZED):

- Training and experience for Operator and Crew appropriate for vessel, environment, and tasks (Scientific Boating Safety Association (SBSA) *Motorboat Operator Training Course* (MOTC) or equivalent skills and experience is minimum Operator requirement)
- Vessel on file with OSU BSO, appropriately inspected, registered, and suitable for planned tasks (USCG Aux. vessel inspection, or inspection by OSU Boating Safety Office)

Small Boat Operations (NON-MOTORIZED):

- Training and experience for Operator(s) and Crew appropriate for vessel, environment, and tasks (American Canoe Association (ACA) or equivalent training and experience with specific craft (raft, canoe, kayak) and environmental type (ex: ocean, coastal, river difficulty scale)
- Previous experience with planned operating environment highly recommended prior to onset of activity
- Paddle buddy required

CONTACT INFORMATION:

Kevin L. Buch
Diving and Small Boat Safety Officer
kevin.buch@oregonstate.edu; Office) 541-737-6893; Cell) 541-740-4577; Fax) 541-737-9041
Research Office, Oregon State University
A312 Kerr Administration Bldg. Corvallis, OR 97331-2140