

Memorandum of Understanding

for

Employment of the U. S. Coast Guard Auxiliary

in support of the Coast Guard's

National Recreational Boating Safety Program

OBJECTIVE: Through mutual participation and commitment, expand the involvement of the Coast Guard Auxiliary in a dynamic "Team Coast Guard" approach which actively engages Auxiliarists as full partners in aggressively supporting the Coast Guard's National Recreational Boating Safety Program.

DISCUSSION: The mission of the Coast Guard's Recreational Boating Safety (RBS) Program is to minimize the loss of life, personal injury, property damage and environmental impact associated with the use of recreational boats, through preventive means, in order to provide safe use and enjoyment of the U. S. waterways by the public. The mission to reduce recreational boat fatalities is one of the Coast Guard's strategic goals outlined in its agreement with the Department of Transportation under the auspices of the Government Performance and Results Act Performance Plan.

USCG OFFICE OF BOATING SAFETY (G-OPB)

PROGRAM GOALS: The goals of the Recreational Boating Safety (RBS) Program administered by the Office of Boating Safety (G-OPB) include:

1. Improve the demonstrated knowledge, skills, abilities, and behavior of boaters;
2. Improve the safety of boats and their associated equipment;
3. Improve the physical and operational boating environment;
4. Improve intermodal and interagency cooperation, coordination and assistance.

PROGRAM FUNCTIONS: Under the direction and supervision of the Assistant Commandant for Operations (G-O) and Director of Operations Policy (G-OP), the Chief, Office of Boating Safety shall:

1. Act as Program Manager for the Recreational Boating Safety Program to fulfill the National Coordinator responsibilities defined by the Federal Boat Safety Act of 1971, as amended. The role of the National Recreational Boating Safety Program Coordinator requires that person to:

- A. **(G-OPB-1, -2, 3)** - Maintain liaison with appropriate international, Federal national, State, and local government agencies; the boating public, boating industry and boating organizations, technical and standards societies; and centers of education, research and learning to support program objectives.
- B. **(G-OPB-2)** - Administer Federal recreational boating safety financial assistance grants to States.
- C. **(G-OPB-1)** - Administer the national non-profit public service organization grant program.
- D. **(G-OPB-2)** - Promote uniformity, comity, and reciprocity in boating laws and regulations among the several States and the Federal government as mandated by the Federal Boat Safety Act.
- E. **(G-OPB-2)** - Monitor agreements between the Coast Guard and the States for the promotion of recreational boating safety.
- F. **(G-OPB-1)** - Ensure State participation in the national marine casualty reporting system, and timely fulfillment of the statutory requirement to collect, analyze and publish boating statistics.
- G. **(G-OPB-1)** - Provide an Executive Director and the necessary administrative support to coordinate the efforts of the National Boating Safety Advisory Council.
- H. **(G-OPB-2)** - Oversee the national boating safety promotion and awareness program and coordinate all recreational boater outreach and awareness campaigns.
- I. **(G-OPB-2)** - Oversee the national recreational boating safety education program. This office shall establish the recreational boating educational standards.
- J. **(G-OPB-3)** - Administer the recreational boating product assurance program to include the development of standards and regulations for boats and associated equipment, coordination of the recreational boat manufacturer compliance program, and maintenance of the defect notification process.

EFFECTIVENESS MEASUREMENT

As part of its effort to meet Government Performance and Results Plan goals, the RBS Program has based its Measurement of Effectiveness on incidents of fatality, injury, collision, allision, or cost per hour of passenger exposure.

AUXILIARY DIRECTORATE OF RECREATIONAL BOATING SAFETY

The Coast Guard Auxiliary has changed its national organization to reflect the streamlining of the Coast Guard. Under the leadership of the National Vice Commodore, Chief, Recreational Boating Safety Directorate, three departments were formed; the Departments of Boating, Education and Vessel Examination. With the passage of the Auxiliary Act of 1996, the Auxiliary has the ability to perform any mission authorized by the Commandant with the exception of direct law enforcement and military duty. The Auxiliary Directorate of Recreational Boating Safety can act as a significant force multiplier to support the administrative and operational needs of the Coast Guard Recreational Boating Safety Program. The RBS Directorate will conform to the same four goals and measurements outlined under (G-OPB). The Directorate has the ability to provide both liaison and customer education for other Coast Guard Directorates when requested and authorized. State Liaison for the Auxiliary Directorate of Coast Guard/State Support will be provided by the RBS Directorate.

Under the program guidance of the Office of Boating Safety, the Auxiliary Directorate of Recreational Boating Safety shall provide the following:

Direct Functions In Support of RBS Program

Boating (DC-B) - The primary mission of the Department of Boating is to provide liaison with State Boating Law Administrators and other boating safety organizations; i.e. state, federal, and public sector. The mission will be enhanced by assisting Coast Guard active duty units, Auxiliary national departments, and Auxiliary districts in their efforts to promote and support recreational boating safety programs. Statistics and analysis from existing and new studies will be provided to focus the efforts of various Coast Guard and Auxiliary programs.

Education (DC-E) - The primary missions of the Department of Education are to increase the demonstrated knowledge, skills, and abilities of the boating public and to effect positive behavioral changes which reduce the incidence of recreational boating fatalities, injuries, collisions, and allisions. This mission is accomplished by teaching boating safety and related courses to various segments of the boating public (e.g., power boaters, sailboat operators, users of *personal watercraft* (PWC), youth, and other boaters, including hunters and fisherman). These courses are designed, written, and produced by the Department of Education and presented by the Auxiliary membership.

Vessel Examination (DC-V) - The primary mission of the Department of Vessel Examination is to develop, coordinate and carry out the Courtesy Marine Examination (CME) program for recreational boats as a direct outreach effort of trained examiners to increase the knowledge of boaters about carriage requirements, equipment usage, environmental protection as well as overall recreational boating safety. Also, broaden the core Marine Dealer Visitation (MDV) mission into a Marine Industry Partnership (MIP) that include liveries, dealers, marinas, manufacturers, plus boaters themselves and state boating agencies.

EFFECTIVENESS MEASUREMENT

Support to G-OPB should be timely and responsive. Each specific project carried out by the Directorate of Recreational Boating Safety pursuant to this *Memorandum of Understanding* (MOU) shall have a brief project summary drafted, with specific deliverables, their timing, and an estimate of associated costs to G-OPB. G-OPB will review these projects and authorize or modify them as appropriate. Program effectiveness is measured in terms of annual G-OPB assessments of the quality of the deliverables, effectiveness of the working relationship, and compliance with the agreed-upon schedule(s) and cost estimates.

FUNDING

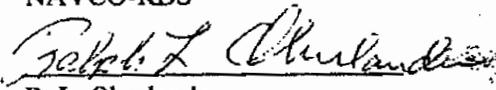
The Chief Director, Auxiliary has overall funding responsibility for the administrative management and basic organizational support of the Auxiliary program to include overall policy development, maintenance of administrative and IRM functions, new member acquisition, and basic organizational support and entry level training for the Auxiliary. The benefiting Program Manager and/or its district counterpart is expected to provide additional incremental funding for program specific administrative, operational, and training requirements.

AGREEMENT

The Director of Operations Policy, the Chief, Office of Auxiliary, the Chief, Office of Boating Safety, and the National Vice Commodore - Recreational Boating Safety Directorate hereby establish this **Memorandum of Understanding (MOU)** and the attached **Addenda** which institutionalizes Auxiliary involvement in the Coast Guard's National Recreational Boating Safety Program. The Chief, Program Development and Implementation Division (G-OPB-2), the Chief, Auxiliary Administration Division (G-OCX-1) and the Chief, Auxiliary Operations Division (G-OCX-2) are designated action officers for the purposes of coordinating and implementing this MOU and the attached **addenda**. The **addenda** establish a dynamic framework by which both programs identify joint macro level objectives and identify priorities and responsibilities for achieving the objectives. Action officers shall treat the **addenda** as living documents, reviewing and updating them to reflect changing priorities and initiatives. The **addenda** are binding elements joining program resources and supporting agencies in actions to improve safety and navigation on the nation's waterways. Action officers shall jointly identify and set **addenda** action priorities. Action officers shall maintain an up-to-date copy of the **Memorandum of Understanding (MOU)** and the attached **Addenda** for reference and review. Action officers shall keep office/division chiefs and appropriate Auxiliary and Recreational Boating Safety Program offices advised of progress.

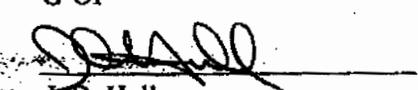
This memorandum of understanding will remain in effect, and will be reviewed every year, unless canceled in writing by either party. The addendum to this MOU are designed to allow modification, as needed, without affecting the basic tenet of the primary document.

NAVCO-RBS


R. L. Oberlander
National Vice Commodore, USCGAUX
Chief, Recreational
Boating Safety Directorate

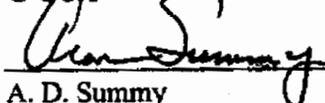
Date: 12 JUN 1997

G-OP


J. D. Hull
Rear Admiral, U.S. Coast Guard
Director of Operations Policy

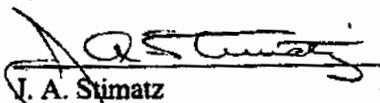
Date: 6/12/97

G-OCX


A. D. Summy
Captain, U. S. Coast Guard
Chief, Office of
Auxiliary

Date: 6/12/97

G-OPB


J. A. Stimatz
Captain, U. S. Coast Guard
Chief, Office of
Boating Safety

Date: 6/12/97

Addendum #4

To the

Memorandum of Understanding (MOU)

And

Joint Action Plan

For

Utilization of the U. S. Coast Guard Auxiliary

In Support of the

United States Coast Guard's

National Recreational Boating Safety (RBS) Program

Addendum #4

The Vessel Safety Program

Introduction

This addendum to the basic *Memorandum of Understanding* (MOU) defines and describes the role and duties of the *United States Coast Guard Auxiliary* (USCGAUX) with respect to the *Vessel Safety Program* (VSP), formerly termed the *Courtesy Marine Examination* (CME) program.

USCGAUX developed the Courtesy Motorboat Examination program in 1947 to provide recreational boaters an advisory review of their vessel's legally required equipment and additional recommended equipment essential for safe boating. It also served to provide one-on-one education of recreational boaters regarding the use of safety equipment, legal requirements and regulations, etc. The program evolved with the addition of sailboats and the name was changed to Courtesy Marine Examination. Recently, *personal watercraft* (PWC) were added to the population of eligible vessels and the name has been changed to *Vessel Safety Program* (VSP). This program has two key subprograms; (i) the *Marine Dealer Visitor* (MDV) program and the *Vessel Safety Check* (VSC) program.

In concert with these outreach efforts in safety education, this program provides significant benefits to recreational boaters. Indeed, the *United States Coast Guard* (USCG) is interested in seeing this program grow by increasing the number of trained vessel examiners.

Having originated this program and having acquired, since 1947, the requisite experience and administrative skills, the USCG Auxiliary is in an excellent position to oversee its expansion and enhancement. Therefore, this addendum to the MOU establishes USCGAUX as the National Director for the VSP and as the Executive Agent for the USCG in the overall operation and administration of the program, and defines the accompanying duties and responsibilities.

USCG Auxiliary Duties and Responsibilities

The duties and responsibilities of the USCGAUX as the VSP's National Director and Executive Agent for USCG include:

Subject to the availability of government funds, or funds from a source external to the USCGAUX, coordinate and consult with the Office of Boating Safety (G-OPB) to accomplish the assigned tasks and responsibilities listed below.

Establish and periodically revise the requirements of VSCs, the eligibility of various types of watercraft for these checks, and the criteria for award of the VSC decal.

Identify other organizations that might participate directly in the VSP as authorized providers. Develop and execute memoranda of understanding with new authorized providers, detailing policies to effectively integrate these new providers into the VSP.

Create necessary training materials and establish procedures to report results, reward performance, and ensure program integrity.

Develop a standardized national training program and provide assistance in necessary program training for authorized providers.

Establish and maintain oversight over all authorized providers to ensure the integrity of the program meets the needs of the boating public and USCG. Upon consultation, and with the concurrence of G-OPB, USCGAUX may revoke the authority of any authorized provider to conduct VSCs.

Design and develop necessary and appropriate materials (e.g., manuals, videotapes, brochures, and decals) to support the VSP. Work with other authorized providers as necessary to develop and approve specific materials for their programs.

In coordination with G-OPB and the Office of Auxiliary (G-OCX), prepare estimates of the budget required to carry out the national VSP, including the resources required to support the efforts of other participating organizations.

Conduct customer surveys to obtain facts and data on the actual and perceived value to such customers of the VSC and other watercraft safety checks. Utilize surveys and data collected to identify the approaches most likely to increase customer awareness of boating safety and safe boating practices.

Develop and implement an effective marketing outreach program to promote the interest of the boating public in the VSP. Solicit the cooperation and support of relevant organizations representing recreational boaters in increasing boater awareness and appreciation of the benefits of vessel safety checks.

In coordination with G-OPB and G-OCX and all participating organizations, develop a system of reporting program contributions of all authorized providers to the USCGAUX.

In coordination with G-OPB, develop improved *measures of effectiveness* (MOEs) for the VSP. Provide G-OPB annual and quarterly reports covering the relevant data to USCG on program achievements and benefits--including the contributions of all authorized providers.

Perform any other duties as necessary to ensure the efficient operation of the VSP.

US Coast Guard Duties and Responsibilities

The Office of Boating Safety, (G-OPB), in overseeing the program, agrees to the following duties and responsibilities:

In coordination with USCGAUX, establish annual VSP goals and objectives.

Work with the *National Association of State Boating Law Administrators* (NASBLA) to increase the recognition of and appreciation for the VSC decal.

Take steps within the USCG to enhance CG district and unit level support and respect for the VSP, to include increased marketing support by boarding officers, fix-a-ticket program, short boarding check for boats displaying a current VSC decal, etc.

Facilitate data collection from accidents and boardings so that additional MOEs for the VSP program can be established and utilized.

Work with other members of the recreational boating community, such as trade organizations, user groups, boat manufacturers, dealers, and insurance companies as well as the states and other governmental entities, to publicize and enhance the recognition of the VSP's importance.

In coordination with G-OCX, review proposed program budgets submitted by the VSP Executive Agent (USCGAUX) for consistency with RBS program goals and anticipated levels of funding. To the extent government funds are available, support approved budgets. In coordination with G-OCX and USCGAUX, seek and develop sources of external funding (i.e., sources other than the government or the USCGAUX) to augment government funding.

Agreement

The undersigned USCG and USCGAUX officials agree to the premises stated in this Addendum #4 to the Memorandum of Understanding and Joint Action Plan for Employment

of USCGAUX in Support of the National Recreational Boating Safety Program, and to the duties and responsibilities of each party as set forth above.

This Addendum #4 shall remain in effect until cancelled in writing by either party.

APPROVED

RADM Terry M. Cross, G-OPB

Date: 11/30/99

APPROVED

COMO Everette L. Tucker, Jr, NACO

Date: 11/29/99

APPROVED

CAPT Michael F. Holmes, G-OPB

Date: 11/30/99

APPROVED

CAPT Mark Kern, G-OCX, CHDIRAUX

Date: 11/29/99

APPROVED

Mr. John M. Matatak, G-OPB-2

Date: 11/29/99

APPROVED

COMO L. Daniel Maxim, NADCO-RBS

Date: 11/29/99