

U. S. COAST GUARD
MARITIME LAW ENFORCEMENT ACADEMY
BOARDING OFFICER QUALIFICATION SUPPORT PROGRAM



FOR OFFICIAL USE ONLY

Public Availability to be Determined Under 5 USC 552

USER GUIDE

**BOARDING OFFICER QUALIFICATION
SUPPORT PROGRAM (BOQSP)**

June 16, 2009



USER GUIDE

DESCRIPTION:

Coast Guard Headquarters has developed the Boarding Officer Qualification Support Program (BOQSP) to provide tools to facilitate law enforcement qualifications. The program's genesis stemmed from an effort to increase the pool of qualified Reserve Boarding Officers to meet Area Contingency Requirements; however, the program will impact the entire workforce. This aggressive qualification program, involving multiple facets of training, will require unit commitment of time and personnel to manage the PQS and certification requirements.

It is important to note that this program *supports* current MLE policy and PQS; however it does not *replace* qualification requirements as found in MLE BO/BTM PQS. Units remain responsible for executing an effective MLE training and qualification program; the BOQSP will help.

PROGRAM COMPONENTS (described further in Appendix A):

Part 1. Introduction to Maritime Law Enforcement Course (E-Learning) Course - 501852: Web-based course consisting of six computer based modules.

Part 2. Boarding Officer Practical Course (BOPC) 501853: Two-week resident course held at the Coast Guard Maritime Law Enforcement Academy in Charleston, SC as a follow on to the pre-requisite E-learning course. Units are authorized to issue the OPS-HL competency code to graduate of the BOPC.

Part 3. On the Job Training (OJT): Training for area specific tasks and remaining PQS items, conducted at the Unit level. This will include the actual PQS sign off for each member.

Part 4. Oral Board and Unit Certification: Conducted at the Unit level for evaluating members' knowledge, skills, maturity, and judgment for final certification as a Boarding Officer.

PROGRAM BREAKDOWN:

PROGRAM: BOQSP			
E-Learning	BOPC	OJT	Oral Board/ Certification
60 Hours	2 Weeks	Unit Specific	Unit Specific



USER GUIDE

ADMINISTRATIVE ITEMS:

- Program progression
- Introduction to Maritime Law Enforcement course online registration
- Boarding Officer Practical Course enrollment
- Command endorsement

PROGRAM PROGRESSION:

The BOQSP is intended to be unit driven and paced to support the unique needs of units supporting both Reservists' mobilization qualification requirements and active duty personnel seeking initial and recurrent certification. You must complete the online course and the indicated pre-requisite items prior to attending the two-week resident course. Completion of this requirement is a unit and individual responsibility, and will be strictly enforced during BOPC enrollment. The online course provides the knowledge critical to performing in the practical environment of the resident course at MLEA.

Enrollment in the online course may happen at any time; however, enrollment in the resident course should be timed to ensure completion of the online course before attendance.

Note: A pre-assessment survey must be completed prior to beginning the online courseware for members who are enrolling in the BOQSP through the Program Manager. The survey can be accessed at <http://www.uscg.mil/mlea/bogsp/default.asp> under quick links. A post-assessment survey will be taken during week 2 of the Boarding Officer Practical Course held at the MLEA.



USER GUIDE

INTRODUCTION TO MARITIME LAW ENFORCEMENT COURSE ONLINE REGISTRATION:

Access the Coast Guard Learning Management System (LMS) at <http://learning.uscg.mil>. Log on with your email address and password. For assistance with logging in or other technical issues with the LMS please use the SUPPORT link at the bottom of the log in page.

UNITED STATES COAST GUARD
Learning Portal

Home **Course Catalog** My Courses & Information Reports Logged in as THOMAS MCCOOK. Log Out

Course Catalog
To continue to your courseware, click **COURSE CATALOG** in the black menu bar above this message.
For Skillport, Virtual Classroom or other training material browse the boxes below.

Latest News
All Hands
All Hands: Please validate that your e-mail address in Direct Access reflects your USCG.MI... [More](#)

SkillSoft
To go to the SkillSoft system click on the following link. SkillSoft contains courses that are not directly affiliated with the Coast Guard.
[SkillSoft](#)

Skillsoft for Spouses
If you are a spouse or dependant of an Active Duty or Reserve Coast Guard Member [click here](#) to register for a Skillsoft account.

Frequently Asked Questions
Look here first!
For a list of frequently asked questions and common problems and solutions [click here](#).
If you have a problem that can not be solved by this list select the support link at the bottom of this page.

Coast Guard Training Centers
Select -

Additional Resources
[Navy Knowledge Online](#)
[Air Force ADLS](#)
[Army Knowledge Online](#)
[Marine Net](#)

- Once logged on, use the following steps to access the course:
 - Select the course catalog tab.



United States Coast Guard Learning Portal

HOME COURSE CATALOG MY COURSES & INFORMATION REPORTS

Course Catalog

Search Catalog:

Search Clear

- Civilian Courses
- Cutter Operations
- Engineering and Logistics
- Enlisted Advancement Requirements
- General Mandated Training (GMT)
- Health and Safety
- Incident Command System (ICS)
- Leadership & Professional Development
- Maritime Law Enforcement**
- Misc. Training
- Small Boat Operations

CATALOGS (11) COURSES (0)

Civilian Courses View Catalog
Several courses on Civilian Orientation, Civilian Retirement and Benefit Programs

Cutter Operations View Catalog
Courses pertaining to Cutter Operations

Engineering and Logistics View Catalog
Catalog description not available.

Enlisted Advancement Requirements View Catalog
Courses and materials related to enlisted professional qualifications and advancement. Courses include the Enlisted Performance Military

- Select the Maritime Law Enforcement course link.



The screenshot displays a course catalog interface. On the left is a sidebar with a list of course categories, each preceded by a folder icon. The categories are: Civilian Courses, Cutter Operations, Engineering and Logistics, Enlisted Advancement Requirements, General Mandated Training (GMT), Health and Safety, Incident Command System (ICS), Leadership & Professional Development, Maritime Law Enforcement, Boarding Officer (highlighted with a red box), Fish Identification Online Course, and Misc. Training. A red arrow points from the 'Boarding Officer' link to a bullet point below the screenshot. The main content area on the right shows the details for three categories: 'Cutter Operations' (with a book icon and description: 'Courses pertaining to Cutter Operations'), 'Engineering and Logistics' (with a book icon and description: 'Catalog description not available.'), and 'Enlisted Advancement Requirements' (with a book icon and description: 'Courses and materials related to enlisted professional advancement. Courses include the Enlisted Professional Education (EPE) and the Enlisted Leadership Course').

- Select the Boarding Officer course link.



USER GUIDE

(GMT) View Catalog

- Health and Safety
- Incident Command System (ICS)
- Leadership & Professional Development
- Maritime Law Enforcement
- Boarding Officer**
 - MLEBO 4 O Orientation
 - MLEBO 5FA 1 Fourth Amendment Searches of Places
 - MLEBO 6FA 1 Arrest and Fifth Amendment
 - MLEBO 7DL Criminal Violations
 - MLEBO 8BPOA Boarding Progression and Operations Ashore
 - MLEBO 9RB Regulations Boarding
 - MLEBO 9S Vessel Documentation for Security Boardings
 - MLEBO 9U Hostage Situations, BUI Enforcement, and Post Boarding Procedures
 - MLEBO 9V Comprehensive Exam
- Fish Identification Online Course
- Misc. Training
- Small Boat Operations

Courses pertaining to Cutter Operations View Catalog

Engineering and Logistics

Catalog description not available. View Catalog

Enlisted Advancement Requirements

Courses and materials related to enlisted professional qualifications and advancement. Courses include the Enlisted Performance Military Education (EPME) and the Enlisted Performance Qualifications (EPQ). View Catalog

General Mandated Training (GMT)

All Unit Required GMT:

- Antiterrorism/Force Protection (AT/FP)
- INFOSEC Management
- OPSEC Awareness
- Security Awareness
- Privacy Awareness - FOIA
- Information Systems Security (ISS)
- Suicide Prevention
- Sexual Assault Prevention/Response
- Sexual Harassment Prevention (SHP)
- No Fear - Antidiscrimination & Whistleblower Protection
- Constitution & Citizenship Day
- Human Relations Awareness (HRA)
- Substance Abuse Training
- Workplace Violence

Mission Specific Training:

- Emergency Response - First Responder Awareness (FRA)
- Emergency Response - First Responder Operations (FRO)
- First Aid/CPR Instruction
- Hazard Communications
- Hearing Conservation
- Heat Stress Program
- Protection of Blood Borne Pathogens

- After selecting the Boarding Officer course link, eight modules entitled “MLEBO” will populate in a drop down format. Once all eight modules are completed, the student must progress to the Comprehensive Exam, found at the end of the drop down listing.



United States Coast Guard Learning Portal

HOME COURSE CATALOG MY COURSES & INFORMATION REPORTS

Course Catalog

Search Catalog:

Search Clear

- Civilian Courses
- Cutter Operations
- Engineering and Logistics
- Enlisted Advancement Requirements
- General Mandated Training (GMT)
- Health and Safety
- Incident Command System (ICS)
- Leadership & Professional Development
- Maritime Law Enforcement
 - Boarding Officer
 - MLEBO 4 O Orientation
 - MLEBO 5FA 1 Fourth Amendment Searches of Places**
 - MLEBO 6FA 1 Arrest and Fifth Amendment
 - MLEBO 7DL Criminal Violations

MLEBO 5FA 1 Fourth Amendment Searches of Places

GO
Launch

[Back to parent catalog](#)

ENROLLED

You are enrolled in this course.

Course Description

Fourth Amendment

Lessons

You are currently enrolled in this course. To launch this course, click the green "GO" button located at the top of this page.

- Fourth Amendment Overview
- Inspections and Investigations
- Searches of Private Spaces
- Searches of Places PE
- Quiz: 4th Amendment Overview

- Select the desired module link. Once in the module, select the Go/Launch button.





**United States Coast Guard
Learning Portal**

HOME
COURSE CATALOG
MY COURSES & INFORMATION
REPORTS

My Information

- Account Information
- My Courses
- My Sessions
- My Certificates
- My History
- My Calendar



MLEBO 5FA 1 Fourth Amendment Searches of Places

[Back to My Courses](#)

LESSONS

SESSION SCHEDULE

Title	Status	Score	Type	Launch
Fourth Amendment Overview	Not Attempted	-		
Inspections and Investigations	Not Attempted			
Searches of Private Spaces	Not Attempted	-		
Searches of Places PE	Not Attempted	-		
Quiz:4th Amendment Overview	Not Attempted	-		

- Select the corresponding Go/Launch button for the desired lesson.

Note: The current status of each lesson is displayed on this screen. Each lesson must be completed to receive credit for the respective module. Successful completion of module quizzes are required. A comprehensive exam, which must be passed before attending the BOPC, will be available once all of the module quizzes have been completed successfully.



USER GUIDE

TECHNICAL ISSUES:

If a technical issue with the e-learning Boarding Officer courseware should arise, you should contact the Help Desk by using the “Support” link found at the bottom of the Learning Portal page or by typing learning.uscg.mil/helpdesk.asp directly into the address toolbar of your internet browser. The Help Desk can also be reached by phone at 877-872-4797. When contacting the help desk, please provide the following information;

- 1) How you are accessing the LMS, from a CG workstation or home computer. If working from home include operating system, internet browser, and flash player version (if known).
- 2) A detailed description of the problem you are encountering.
- 3) A contact number that you may be reached at for further questions.



USER GUIDE

BOARDING OFFICER PRACTICAL COURSE ENROLLMENT:

Potential candidates shall complete the enrollment by accessing the following link: <http://www.uscg.mil/mlea/boqsp/enrollment.asp>. Upon submission the form will automatically email the candidates command representative. The command shall endorse the request and then forward it to the BOQSP Manager:

Note: Reservists participating in the BOQSP shall conduct their annual training (ADT-AT) in the BOPC. See ALCOAST 647/05.

COMMAND ENDORSEMENT:

It is the unit's responsibility to ensure the member meets the following pre-requisites prior to arrival at MLEA for the BOPC:

- Satisfactorily complete Task 1-01 (Annual Physical Fitness Standards) of BO/BTM PQS (COMDINST M16247.3B).
- Satisfactorily complete Task 1-02 (Semi-annual M9 Weapons Certification of BO/BTM PQS (COMDTINST M16247.3B).
- Within the maximum allowable weight standards (MAWS) in accordance with Paragraph 2.I. of COMDTINST M1020.8().
- Satisfactorily complete the Introduction to Maritime Law Enforcement - Course 501852.
- Certified as a CG Boarding Team Member with minimum 6 months experience and/or 10 CG Law Enforcement Boardings.

Note: The unit Training Officer or designate shall ensure the member has completed, or is on track to complete, all pre-requisites before enrollment, and that all pre-requisites are completed before execution of travel orders.

Due to the significant commitment of time required by this program, nominations shall be endorsed and forwarded by personnel with authority to make such commitments, and must include a command endorsement.



USER GUIDE Appendix A

PART 1. INTRODUCTION TO MARITIME LAW ENFORCEMENT (E-Learning) Course - 501852

The Introduction to Maritime Law Enforcement course is divided into modules. Modules separate coursework into specific areas of instruction. After each module is completed, you will be given a quiz to evaluate what you have learned. After satisfactorily completing all quizzes, you will be given a comprehensive final exam. A passing score of 80% or better must be obtained on the final exam to continue on to Part II, Boarding Officer Practical Course.

The following information breaks down the PQS requirement(s) trained in each module.	
Authority and Jurisdiction	PQS 1-03, 2-01
Use of Force Continuum	PQS 1-04, 1-05, 1-06, 1-07, 1-08, 1-09, 1-10
Fourth Amendment	PQS 2-07
Fifth Amendment	PQS 2-08
Criminal Violations	PQS 2-02
Boarding Progression	PQS 2-04
Regulations Boardings: Carriage Requirements	PQS 2-06
Regulations Boardings: Vessel Papers/HIN	PQS 2-06
Regulations Boardings: Enforcement Actions	PQS 2-06
Regulations Boardings: Commercial Fishing Vessel Safety	PQS 4-01
Post Boarding	PQS 1-23, 2-09
Boating Under the Influence	PQS 3-04
Hostage Situations	PQS 1-19



PART 2. BOARDING OFFICER PRACTICAL COURSE (BOPC)

The BOPC is a two-week resident training course held at the Federal Law Enforcement Training Center (FLETC) in Charleston, SC. During the two weeks, instruction will be focused primarily on practical applications. These practical exercises will satisfy most PQS requirements that could not be completed during Part I, Introduction to Maritime Law Enforcement.

The following information breaks down the PQS requirement(s) trained in each module.	
Use of Force Continuum	PQS 1-04, 1-05, 1-06, 1-07, 1-08, 1-09, 1-10, 1-11
Fourth Amendment	PQS 2-07
Fifth Amendment	PQS 2-08
Criminal Violations	PQS 2-02
Boarding Progression	PQS 2-04
Regulations Boardings: Carriage Requirements	PQS 2-06
Regulations Boardings: Vessel Papers/HIN	PQS 2-06
Regulations Boardings: Enforcement Actions	PQS 2-06
Post Boarding	PQS 1-23, 2-09
Boating Under the Influence	PQS 3-04

Part 3. On-the-Job Training

The BOQSP does not provide support for every required Section 1 and 2 MLE BO/BTM PQS item. Those remaining items are the responsibility of the unit to support through OJT, Area Training Teams, or other means.

The following information breaks down the PQS requirement(s) required to be trained via OJT.*	
BOPC Pre-requisites	PQS 1-01, 1-02



Part 4. Oral Board and Unit Certification

The BOQSP provides support leading to unit commanding officer/officer in charge certification of boarding officers. Units are required to certify successful completion of each required PQS item, as well as following all other BO/BTM PQS certification requirements. Graduates of the Boarding Officer Qualification Support Program are eligible for the OPSBO qualification code. The approval of this designation remains at the unit CO/OIC level.