

# **MOICC INSTRUCTOR MANUAL - DOI Watercraft-Safety Course Minimum Standards and Instructor Levels**

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## **MOTORBOAT OPERATOR INSTRUCTOR CERTIFICATION COURSE (MOICC) MINIMUM STANDARDS**

**Description.** The MOICC is for experienced motorboat operators who have a desire to teach. The curriculum includes hands-on practical exercises and classroom instruction. Successful completion of the MOCC or a bureau-approved substitute is a mandatory prerequisite for taking the MOICC.

**Objectives.** The MOICC objectives are to:

- A. Familiarize attendees with state-of-the-art watercraft safety equipment and other gear, through demonstration and actual use.
- B. Train and qualify personnel to serve as instructors of the MOCC.

**Length.** The MOICC will include at least 36 instructional hours. Course instructional hours may be increased to address specific bureau operational needs.

**Minimum Subject Areas.** The following mandatory subject areas will be presented in the MOICC:

- A. Agency Watercraft Policies.
- B. Required Safety Equipment.
- C. Aquatic Invasives.
- D. Motorboats and Motorboat Maintenance.
- E. Trailer Orientation and Maintenance.
- F. Navigation Aids/Rules of the Road.
- G. Emergency Operations.
- H. Assessing Risk.
- I. Fire Suppression.
- J. Motorboat Orientation/Marlinspike.
- K. Motorboat At-Speed and Low-Speed Maneuvering.
- L. Alongside Maneuvering.
- M. Trailing.
- N. Towing.
- O. Instructional Techniques.

**Other.**

- A. There must be at least one MOICC-trained instructor present for every three students during on-the-water sessions.
- B. Instructors will participate in MOCC presentations at least once every three years to maintain currency.

## MOTORBOAT OPERATOR INSTRUCTOR CERTIFICATION LEVELS

Instructor levels are designated to maintain watercraft-safety instructor competence and proficiency, and course quality. Level 1-3 Instructors can teach additional courses (e.g., Airboat, River, and Open-Water modules) if they have a high skill level and knowledge in the corresponding subject area(s).

**Level-1 Instructor (Lead MOICC Instructor).** Level-1 Instructors have the knowledge, skills, abilities and experience to organize, lead, and administer instructor-level courses. Level-1 Instructors are highly involved in teaching watercraft safety courses, and available to the DOI for conducting the MOICC and MOCC.

### Criteria.

- A. Completion of the MOICC demonstrating competence in all areas (knowledge, practical proficiency, and topic presentation).
- B. Taught five (5) or more MOICC/MOCC's. At least one (1) of these courses must have been at the MOICC level.
- C. Demonstrated good teaching and organization skills.
- D. Organized (as Lead Instructor) at least one MOCC or has jointly organized three or more MOCC's.
- E. Recommended by the DOI Watercraft Safety Work Group, concurred with by respective bureau's training center and approved by Bureau Safety Manager. Individual's immediate supervisor approval.

### Responsibilities.

- A. Organize, administer, and coordinate watercraft safety courses.
- B. Ensure quality of instruction; maintaining education, certification, and proficiency.

### Proficiency Recommendations.

- A. Participation in teaching at least one (1) MOICC/MOCC during past three (3) years.
- B. Completion of a Train-the-Trainer Course acceptable to the Interior/Agency.

**Level-2 Instructors (Lead MOCC Instructor).** Level-2 Instructors have a high degree of knowledge, skills, and experience in teaching instructor-level courses. Level-2 Instructors are drawn upon to lead MOCCs and assist with MOICCs.

### Criteria.

- A. Completion of a MOICC with demonstrated competence in all areas (knowledge, practical proficiency, and topic presentation).
- B. Taught at least two (2) courses at the MOCC or MOICC levels.
- C. Demonstrated good teaching and organization skills.

### Responsibilities.

- A. Lead MOCCs and assist with MOICCs.
- B. Prepared to teach any MOCC component.

### Proficiency Recommendations.

- A. Participated in teaching at least one (1) MOICC/MOCC in three (3) year period.
- B. Review the MOCC or Internet Refresher Training annually to keep current on training material.
- C. Complete a Train-the-Trainer course.

**Level-3 Instructor (Assistant Instructor).** Level-3 Instructors are trained and capable to help teach the MOCC and MOICC. These instructors are contacted by Level 1-2 Instructors for assistance in teaching.

**Criteria.**

- A. Completed the MOICC.

**Responsibilities.**

- A. Instruct course components as assigned.
- B. Assist with course close out (evaluations, critique etc).

**Proficiency Recommendations.**

- A. Instruct one (1) MOCC in a three (3) year period or are active in the re-certification process (refresher training) of agency boat operators, or must demonstrate, to their agency's bureau boat/water safety lead or safety manager that they have been active in boating as a major part of their job.
- B. Participated in teaching at least one (1) MOCC in three (3) year period.
- C. Review the MOCC or Internet Refresher Training annually to keep current on training material.

**Proficiency Recommendations.**

- A. Complete a Train-the-Trainer course.

**Level-4 Instructor (Inactive)** – These instructors have not maintained proficiency recommendations.

## **MOTORBOAT OPERATOR CERTIFICATION COURSE (MOCC) MINIMUM STANDARDS**

**Description.** The MOCC is for personnel who need to operate watercraft in performance of their duties. The MOCC focuses on specific motorboat handling techniques and knowledge through hands-on practical exercises and instruction, with a minimum of classroom time.

**Objectives.** The MOCC objectives are to:

- A. Provide attendees with basic skills and knowledge needed to operate watercraft.
- B. Familiarize attendees with state-of-the-art watercraft safety equipment and other gear, through demonstration and actual use.
- C. Allow attendees to demonstrate, through written examination and physical demonstration, that they have a basic grasp of motorboat handling techniques and knowledge to operate a motorboat.

**Length.** The MOCC will include at least 24 instructional hours. Course instructional hours may be increased to address specific operational needs.

**Minimum Subject Areas.** The following mandatory subject areas will be presented in the MOCC. All training will be conducted in compliance with the MOCC Instructor Manual:

- A. Agency Watercraft Policies.
- B. Required Safety Equipment.
- C. Aquatic Invasive Species.
- D. Motorboats and Motorboat Maintenance.
- E. Trailer Orientation and Maintenance.
- F. Navigation Aids/Rules of the Road.
- G. Emergency Operations.
- H. Assessing Risk.
- I. Fire Suppression.
- J. Motorboat Orientation/Marlinspike.
- K. Motorboat At-Speed and Low-Speed Maneuvering.
- L. Alongside Maneuvering.
- M. Trailering.
- N. Towing.

**Other.**

- A. There must be at least one MOICC-trained instructor present for every three students during on-the-water sessions.

## REFRESHER TRAINING MINIMUM STANDARDS

**Description.** MOCC refresher training is required every 5 years and consists of educational and practical proficiency components.

### Options.

- A. Personnel can complete the educational component in one of the following ways:
- (1) Take and successfully pass approved Internet courses such as the US Geological Survey or the Fish and Wildlife Service National Conservation Training Center courses available through DOI-Learn. Other courses providing equivalent content may be approved by the Bureau Safety Manager, or his or her designee.
  - (2) Take and successfully pass an internet course such as those found at the following addresses:
    - (a) <https://www.boatus.com/onlinecourse/>
    - (b) <http://boatsafe.com/>
    - (c) Other equivalent web based courses approved by the bureau or office Watercraft Safety Coordinator with concurrence by the bureau or office safety manager.
  - (3) Completion of a comparable U.S. Coast Guard Auxiliary or U.S. Power Squadron boat safety course with a passing score.
  - (4) Completion of a state boating safety course with a passing score.
  - (5) Successfully completing the MOICC.
  - (6) Teaching at least one MOCC or MOICC.
- B. Personnel can complete the practical proficiency component in one of the following ways:
- (1) Successful completion of a hands-on demonstration of boating exercises in the presence of a certified instructor. This method should be selected if the individual operates motorboats occasionally as a normal part of his/her duties.
  - (2) Proven and safe operation of motorboats since completing the initial or previous refresher MOCC. This method should be selected if the individual operates motorboats regularly as a routine part of his/her job.
  - (3) Retake the MOCC. This method should be selected if the individual has not operated motorboats on a regular basis as a normal part of his/her job and needs to remain certified.
  - (4) Successfully complete the MOICC.
  - (5) Teach at least one MOCC or MOICC.

## RIVER MODULE (RM) MINIMUM STANDARDS

**Description.** The RM (sometimes referred to as the “Moving-Water Module”) is an introductory course on the use of watercraft in moving water. The RM can cover motorized or non-motorized watercraft. Completion of the MOCC is a prerequisite for the motorized RM. Since moving water conditions vary widely, RMs are tailored to the conditions in which the course is conducted.

**Objectives.** The RM objectives are for attendees to:

- A. Understand moving water and how it affects watercraft.
- B. Gain familiarity with watercraft designed for use in moving water, their applications, and maintenance requirements.
- C. Determine if a section of moving water is safe to run.
- D. Understand safety factors to consider when operating watercraft in moving water.
- E. Avoid common problems encountered on moving water, and practice how to deal with them if not avoided.
- F. Perform common maneuvers in watercraft on moving water.

**Length.** The RM is a minimum of 8 hours, split into lecture and on-the-water sessions. Course duration is increased when the moving water on which the course is conducted, or the type of watercraft being used, is complex.

### Minimum Subject Areas.

- A. Scope of Training.
- B. River Channel Characteristics.
- C. River Features and Hazards.
- D. River Classifications.
- E. Trip Planning.
- F. Assessing Risk.
- G. Boat-Handling Concepts.
- H. Rules for Running and Reading Rivers.
- I. Environmental Factors.
- J. River Boats and their Maintenance.
- K. Communication and Situational Awareness.
- L. Safety and Emergency Procedures.
- M. Underway skills.

### Other.

- A. There must be at least one MOICC/RM-trained instructor present for every three students during on-the-water sessions.

## **OPEN-WATER MODULE (OWM) MINIMUM STANDARDS**

**Description.** The OWM is for watercraft operators who may encounter ocean, or ocean-like, conditions while boating (e.g., operating in coastal waters, the oceans, seas, or large lakes). Completion of the MOCC is a prerequisite for this course. The OWM continues the progression of information and practical experience gained from the MOCC, and on the job, into an open-water environment where additional knowledge and skills are required to safely operate motorboats in adverse weather and seas, sight of land may be obscured or lost, and assistance, if required, may be significantly delayed.

**Objectives.** The OWM objectives are for attendees to:

- A. Understand basic nautical navigation principles.
- B. Understand GPS use for navigation.
- C. Understand how to read ocean conditions.
- D. Understand how to operate a boat in open water.
- E. Demonstrate a Pivot Turn.
- F. Deploy a Sea Painter.
- G. Navigate using a GPS unit.
- H. Navigate using a nautical chart.
- I. Deploy a Sea anchor/Drogue.
- J. Tow a vessel in-line and alongside.

**Length.** The OWM is a minimum of 16 hours, split into lecture and on-the-water sessions. Course duration is increased when the environment on which the course is conducted, or the type of watercraft being used, is complex.

### **Minimum Subject Areas.**

- A. Scope of Training.
- B. Assessing Risk.
- C. Mission Planning.
- D. Weather Signs & Signals.
- E. GPS Overview & Skills Exercises.
- F. Oceanographic Influences on Boats.
- G. Nautical Chart Plotting.
- H. Marlinspike Review.
- I. Communication and Situational Awareness.
- J. Safety and Emergency Procedures.
- K. Underway Skills.

### **Other.**

- A. There must be at least one MOICC/OWM-trained instructor present for every three students during on-the-water sessions.

## AIRBOAT MODULE (ABM) MINIMUM STANDARDS

**Description.** The ABM is an entry-level course on airboat operation. Completion of the MOCC is a prerequisite for the ABM. In addition, ABM instructors can add a prerequisite of at least 20 hours of airboat operation time under the on-board supervision of an airboat operator who has at least 40 hours of airboat operation time and a thorough knowledge of the airboat(s) being operated and area(s) of operation. At least 40 hours of on-board-supervised airboat operating time (supervisor specifications same as above) is required before DOI personnel are allowed to operate an airboat independently.

**Objectives.** The ABM objectives are for attendees to:

- A. Understand the operating principles of an airboat.
- B. Understand the control panel and purpose of each gauge.
- C. Identify and describe each part of an airboat.
- D. Perform a pre-trip safety inspection.
- E. Demonstrate how to start, stop, and turn in both shallow and deep water.
- F. Operate an airboat at minimum and optimal cruising speeds.
- G. Demonstrate docking, beaching, and loading/unloading an airboat.

**Length.** The ABM is a minimum of 8 hours, split into lecture and on-the-water sessions. Course duration is increased if merited by student inexperience, the complexity in the environment on which the course is conducted, or the complexity of the airboat(s) being used.

### Minimum Subject Areas.

- A. Scope of Training.
- B. Assessing Risk.
- C. Airboat Features.
- D. Operating Instructions.
- E. General Maintenance.
- F. Pre-Flight Safety Inspection.
- G. Collision Avoidance.
- H. Shallow and Deep Environments.
- I. Launching, Retrieving, Loading.
- J. Problem solving.
- K. Underway Skills.

### Other.

- A. There must be at least one MOICC/ABM-trained instructor present for every two students during on-the-water sessions.