

Operation and Care of Agency Boats

Index Code: 1405

Effective Date: 04/15/09 (Revised 3/21/17)

I. Purpose

The purpose of this written directive is to establish a process for the operation, supervision, maintenance and documentation of boats owned, leased or utilized by the Office of the Sheriff.

II. Policy

It is the policy of the Office of the Sheriff to patrol the waterside perimeters of property owned, leased or controlled by the County of Queen Anne's, as well as all waterways within the jurisdiction of Queen Anne's County, and assist other Counties within valid mutual aid agreements in order to provide assistance and conduct law enforcement activities.

III. Operational Objectives

Agency boats may be used to assist with special events and special investigations, respond to emergency situations requiring a police boat, for crime prevention, recover victims of drowning, deter, detect, and prevent crime and terrorism and assist other Police and Fire agencies. Agency boats may also be used for additional activities as directed by the Sheriff, Chief Deputy, or any division commander.

IV. Organization

A. Boat Program Coordinator

The Sheriff's Resource Unit Supervisor will serve as the Boat Program Coordinator to maintain the agency's boats, coordinate the program, and maintain overall responsibility for the following:

1. General operations of agency patrol boats and assigned personnel.
2. Maintaining administrative reports on boat operations and maintenance records.
3. Familiarization with agency boats and authorized operators.
4. Requesting equipment and supplies, through the agency Quartermaster, as needed for safe mission operations.

5. Arranging all necessary maintenance and upkeep for agency boats, motors, trailers and associated equipment as needed.

6. Assisting the Training Coordinator with obtaining and scheduling any training required for the safe and legal operation of agency boats.

7. Scheduling personnel, through their chain of command, to work the boats as needed.

B. Boat Operators

The Sheriff, or his designee, along with the Boat Program Coordinator will select Boat Operators who will be responsible for the following:

1. Loading, towing, unloading, launching and operating agency boats.

2. Making sure that the boats are kept clean and in good working order.

3. Helping the Boat Program Coordinator maintain the agency boats and associated equipment.

4. Checking all fluids (i.e. Oil, Water, and Fuel) prior to starting the boat.

5. Complete entries into the boat's operational log book.

6. Complete and forward a boat inspection report to the Boat Program Coordinator.

C. Boat Crewmembers

A Boat Crewmember is any member of the Office of the Sheriff trained to assist a Boat Operator. Boat Crewmembers are responsible for the following:

1. Assisting Boat Operators at all times.

2. Helping ensure that the boats are kept clean and in good working order.

3. Operate agency boats at the direction of the Boat Operator if the Boat Crewmember is trained