



Request for Authorization to Utilize Private Watercraft on University of Alaska Business Skipper and Vessel Request and Agreement

Terms and Conditions:

Utilizing personally owned vessels for University business is not allowed except when specifically approved by the System Office of Risk Services (see university Regulation [\(05.02.060 3.e.\)](#)). Approval is likely to be granted only under special circumstances where UA-owned or leased vessels are unavailable or when research projects require specialized equipment to be installed on watercraft.

Transporting passengers, including other university employees, in employee owned or operated vessel also requires the prior approval of the System Office of Risk Services. Due to liability issues, transporting non-university employees will rarely be allowed.

Employees authorized to utilize watercraft on University business are not authorized to conduct any other business for any other interest during that time frame. This includes the hauling of any supplies or freight for others.

Employee skippers continue to be, at all times, subject to all federal, state and local laws and regulations governing operation of watercraft. The vessel to be used shall not be declared for “Public Use”.

Employees must agree that the University shall not be liable for any maintenance, repairs, or hull damage incurred during the use of private watercraft on University business.

Immediate notification must be given to the System Office of Risk Services of all watercraft accidents or injuries.

Employees disregarding these regulations will be considered to be functioning outside the course and scope of their employment for any loss reimbursement or liability purposes. This means that an employee who incurs a loss or a claimed or actual liability as a result of a violation of these regulations will not be entitled to any loss reimbursement or to defense and/or indemnification by the University of Alaska in any action taken against him/her.

To be considered for approved skipper status, university employees must complete the **Skipper and Vessel Request and Agreement** and submit it to Risk Services.

PRIVATE VESSEL USE REQUEST AND AGREEMENT

Information about you				
Application date				
Your name				
Employee of University		UAF <input type="checkbox"/> UAA <input type="checkbox"/> UAS <input type="checkbox"/>		
Department				
Phone(s)				
Email				
Describe planned UA-business related marine activity for next 12 months				
Passengers - <i>allowed only with specific written approval</i>				
Requesting approval for passengers		Yes <input type="checkbox"/> No <input type="checkbox"/>		
Type of passengers		UA Employees <input type="checkbox"/> UA Student Employees <input type="checkbox"/> UA Students <input type="checkbox"/> Other (Please Describe) <input type="checkbox"/>		
Reason for passengers				
University of Alaska (UA) requirements				
Vessel year, make, model				
Length of vessel				
Horsepower of vessel				
Skipper statements			NO	YES
I certify that I comply with state and federal regulations applicable to the vessel described in this Request and Agreement. I understand that I am responsible for keeping current with all regulations while my vessel is approved for university business. This Request and Agreement applies only to the described vessel. If there are changes in the described vessel or my skipper status, I agree to submit a new Request and Agreement to the University of Alaska.				
I certify that I have a marine liability insurance policy (also known as protection and Indemnity) on the vessel described in this Request and Agreement. The limit of liability is at least \$ 1,000,000, and I have named the University of Alaska as an Additional Insured. I certify that I will keep the policy current while utilizing the described vessel on university business. If the policy is cancelled or expired, I understand that permission to use the vessel on university business is revoked. I understand that the University of Alaska shall not be liable for any maintenance, repairs, or hull damage incurred during the use of the described vessel on University business, nor shall the University of Alaska be responsible for any of my personal property.				
The vessel described in this Request & Agreement has a current Certificate of Inspection if required by the U.S. Coast Guard. I understand that I am responsible for keeping my inspections current during any period while my vessel is approved for University business.				
Attachments				
Certificate of insurance with:		<input type="checkbox"/> Attached		
<ul style="list-style-type: none"> • \$ 1,000,000 liability • University of Alaska as an Additional Insured • Waiver of Subrogation in favor of University of Alaska • Confirmation that coverage is provided for business use of the watercraft 				

PRIVATE VESSEL USE REQUEST AND AGREEMENT

Signature and acknowledgement	
I acknowledge that I have read and agree to the material contained in this "Request for Authorization to Utilize Private Watercraft on University of Alaska Business," including but not limited to: <ul style="list-style-type: none"> • Terms and Conditions • Passengers • UA requirements I have included the required attachments.	
UA Employee (Skipper) Signature	(Sign)
(Employee) Date	(Date)
UA Department / Supervisor (Supervisor Print)	(Print)
UA Department / Supervisor (Supervisor Sign)	(Sign)
(Supervisor) Date	(Date)
Approval of Skipper	
You have been approved to utilize watercraft on university business for one year. It is your responsibility to notify this office if any of the information provided on this application changes.	Yes <input type="checkbox"/> No <input type="checkbox"/>
You have not been approved to utilize watercraft for the following reason(s):	
University of Alaska - Chief Risk Officer, Timothy Edwards	(Sign)
Date	(Date)
Approval for Passengers	
You have been approved to carry passengers as described in this application on university business for one year. It is your responsibility to notify this office if any of the information provided on this application changes.	Yes <input type="checkbox"/> No <input type="checkbox"/>
You have not been approved to carry these passengers for the following reasons:	
University of Alaska - Chief Risk Officer, Timothy Edwards	(Sign)
Date	(Date)