

**CAPTAIN'S CHECK LIST**  
**LAKE KEOWEE SWEEP & SURVEY**

THANKS FOR VOLUNTEERING your boat and services as an Area Boat Captain for the LAKE KEOWEE SURVEY SWEEP. Here's what you need to do:

1. **CONTACT YOUR FLEET COMMANDER:** He has the responsibility for the Sweep operation in your assigned section. He will provide a map of the lake section and area that you agree to sweep, a supply of trash bags, a captain's report sheet and designated drop-off sites.
2. **RECRUIT YOUR CREW NOW:** Form a Sweep crew of family, friends, neighbors and/or other FOLKS members in your area. If possible, recruit someone new to FOLKS through this important volunteer effort. Your fleet commander has a complete list of FOLKS members and may have additional candidates. **BE SURE YOU HAVE AT LEAST THREE ON YOUR BOAT.** One to help you navigate the shallows and several to bag trash as well as survey the shoreline.
3. **PLAN YOUR EFFORT:** Decide how much time your group can devote. Captain and crews in the past have averaged four hours on the water. Some work multiple days. Pick the day or days during the sweep that suit you and your crew best. Select alternate dates in case of a rain-out. Agree on the day and assemble point and launch time.
4. **ON THE DAY(S) OF YOUR PLANNED SWEEP:** make an early check of the weather forecast. Unusual heat, cold, wind or rain can make lake travel and trash collection difficult or hazardous. If in doubt, consider using your rain date(s). Safety is important. The Fleet Commander should confirm that their boat captain's insurance is current. Please make sure emergency equipment is on board.
5. **GATHER TOOLS, GLOVES AND BINOCULARS:** Boat captains, alert your crew members to bring gloves, nets, a saw and any long handled rakes, hoes, gaffs, or nail-a – stick tools that they can borrow or make. These will be very helpful in retrieving trash from hard to reach places. A pair of good binoculars will allow you to preview shorelines, saving time and unnecessary travel. If you have a photographer in your crew, bring a camera to record any abuse of the lake, problems requiring follow up, and any newsworthy shot of crew activity.
6. **CONDUCT YOUR SWEEP AND SURVEY:** Cruise and clean beaches, shores, and inland as far as practical for trash visible from the water. To accomplish the Sweep's role, it is necessary to be alert for and describe or photograph infestations of noxious weeds, broken signs, etc... Please mark these and any items or trash that is too large to handle on your map and star (\*) any "hot line spots" that you may encounter. Print on your Captain's Report sheet a brief description of item(s) observed. Remember it is extremely important to give accurate locations and descriptions in order for Duke Energy to locate the source.