

U.S. DEPARTMENT OF HOMELAND SECURITY U.S. COAST GUARD	Disputes	OMB No. 1625-0086 Exp: 08/31/2025
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Who must comply?	Commercial vessel master, owner, or agent.
What is this collection about?	This information collection requires a Commercial vessel master, owner, or agent.the pilotage pool to submit an Individual Training Plan when a new mariner is hired to participate in an approved training & qualification program. And requires the pilotage pool to submit a Semi-annual Performance Evaluation Report, twice a year evaluating each Apprentice Pilot while in an approved training & qualification program.
Where do I find the requirements for this information?	Title 46 CFR Parts 401.211(g) and (h) are available at— https://www.eCFR.gov . For 46 CFR, select TITLE 46 – SHIPPING, and follow it to Part 401.211 (g) and (h). For Individual Training Plans, see 46 CFR Part 401.211(g). For Semi-annual Performance Evaluation Report, see 46 CFR Part 401.211(h).
When must information be submitted to the Coast Guard?	For submitting Individual Training Plans, at time of requesting a new hire (Apprentice Pilot) to the pilotage pool. For Semi-annual Performance Evaluation Report, according to the requirements in 46 CFR Part 401.211(h).
How is the information submitted?	- For reporting an Individual Training Plan, the information is submitted as a letter via email attachment to the Director, Great Lakes Pilotage. - For Semi-annual Performance Evaluation Report, the information is submitted as a letter via email attachment to the Director, Great Lakes Pilotage. All the above information may be submitted in writing or electronically via e-mail.
What happens when complete information is received?	This information will be reviewed by Office of Great Lakes Pilotage (CG-WWM-2). No specific documentation will be issued by the CG.
For additional information, contact--	For additional information, contact Great Lakes Pilotage Division (CG-WWM-2) Mr. Vince Berg, 202-906-0835, Vincent.F.Berg@uscg.mil

An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number.

The Coast Guard estimates that the average burden per response for this report varies per information collection--about 2 hours for an Individual Training Plan; and 6 hours for Semi-annual Performance Evaluation Report. You may submit any comments concerning the accuracy of this burden estimate or any suggestions for reducing the burden to: Commandant (CG-WWM), U.S. Coast Guard Stop 7501, 2703 Martin Luther King Jr Ave SE, Washington, DC 20593-7509 or Office of Management and Budget, Paperwork Reduction Project (1625-0086), Washington, DC 20503.