The life of the beach.

Surf Life Saving Queensland 2006/2007 Proficiency Challenge Test Tool

Inflatable Rescue Boat Crew person

and

Silver Medallion - Inflatable Rescue Boat Driving

NAME:_____

CLUB:_____

DATE:_____

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GUIDE TO CONDUCTING 2006 / 2007 PROFICIENCY

During the 2006 / 2007 proficiency period all members who successfully complete the assessment will receive nationally accredited statements of attainments in accordance with the following schedule:

IRB Crewperson:

- PUASAR011A – Search as a member of an aquatic search team

SM IRB Driver:

- PUAEQU001 – Prepare, Maintain & Test Emergency Response Equipment
- PUASAR010A – Undertake rescue operation in small powercraft

STEPS TO COMPLETE THE 2006 / 2007 PROFICIENCY

Step 1: Attend pre – proficiency training session. This session will bring you up to date with the new Resuscitation Skills and any SLSQ procedures that have changed. It will also introduce the Proficiency Workbooks and how this season's proficiencies will be run.

Step 2: Complete relevant pre – requisite proficiencies Bronze Medallion & IRB Crew Proficiency (All drivers MUST complete IRB Crew Proficiency)

Step 3: Complete Authenticity statement

Step 4: Complete the relevant sections of this workbook to the awards that you are seeking reaccreditation:

These sections can be completed in your own time. This Proficiency workbook must be completed along with attending your Club Proficiency Day before you can be completely signed off as proficient for the season.

Step 5: Attend the club proficiency day and submit relevant workbooks. You are responsible to have your workbook completed and signed off on club proficiency day.

Step 6: Complete all practical activities as directed by the chief assessor on the day.

Instructions for 2006-2007 Proficiency

This season's Proficiency is all about you assisting yourself to gain Proficiency. SLSQ has designed 3 Proficiency workbooks to assist in becoming proficient for the 2006-2007 season and acquiring a Statement of Attainment as well as your SLSQ Surf Award. The workbooks contain Peer Assessments, Questions and Research for you to complete which will demonstrate your individual skills and knowledge for each unit of competency.

The 3 Proficiency workbooks are:

- ARC & Defibrillation
- IRB Driver & Crew
- Bronze Medallion

These workbooks should be completed in your own time leading up to the Club Proficiency Day. The practical tasks using the Peer Assessment should be completed whilst on patrol, this way your Patrol Captain can sign off on your skills (if they hold the award).

On Club Proficiency Day your skills and knowledge of working within a patrol environment will be assessed.

Instructions specific to IRB Driver & Crew

Your Branch will advise you of times when your practical skills will be observed by an assessor. You will have to complete Peer Assessment, Questions and Research before you can be completely signed off.

Your assessor will use the Observation Checklist in Step 5 & 6 at the back of this workbook when they watch you complete your practical demonstration

Instructions specific to ARC & Defibrillation

Your Branch will advise you of times when these skills will be observed by an assessor. You will have to complete the Peer Assessments and Questions and Research before you can be completely signed off.

Your assessor will use the Observation Checklist in Step 5 & 6 at the back of this workbook when they watch you complete your practical demonstration

Instructions specific to Bronze Medallion

Your Branch will advise you of times for the Club Proficiency Day when your skills and knowledge of working within the patrol and use of equipment will be assessed. Prior to this you will need to complete your Proficiency Workbook which contains Peer Assessments to demonstrate a range of rescue skills, resuscitation, knowledge regarding SLSQ procedures etc.

Instructions on how to use the Peer Assessment

The club will arrange times when Trainers and Assessors will be present to oversee the Peer Assessments being conducted. They will offer assistance and guidance during the sessions.

Peer assessment benefits both participants and should be viewed as a training session to assist in the development of skills and knowledge.

Peer Assessments will be conducted by a fellow club member who holds the award. They are to give the scenario to the patrol member being assessed and write down either their answers or tick the boxes next to actions the patrol member completes.

Once completed a assessor/chief instructor etc will view the answers and actions to if they are correct, should the assessor feel that some answers or actions were not correct they may ask the patrol member to re-do the peer assessment for them.

Instructions on how Club Proficiency may be run

The Branch will set-up 4 -6 stations (or as many as practicable), each station will reflect the patrol; each station should have 4-6 patrol members at one time. The scenario is being used to demonstrate the communication skills of each member, and the ability to follow SLSQ procedures in relation to patrolling Queensland Beaches as well as the correct use of rescue & communication equipment.

The assessor will use an observation checklist to assess each patrol member's competency in those skills identified above. Each patrol member must complete one (1) scenario on the Club Proficiency day.

Each scenario should follow this outline

- Must be no longer than 10 minutes in length
- The patrol must be allowed to check the conditions by conducting a swim. & feedback is given to fellow team members and the patrol captain
- Each member of the patrol team must participate
- A pre patrol briefing/meeting is conducted and all members participate
- Communication Skills:
    - Language used is appropriate for job role
    - Seeks clarification if required
    - Communicates effectively and appropriately with fellow team members & member of the public using agreed verbal and non verbal communication methods
    - Appropriate Surf Life Saving terminology is used on communication equipment
- A piece of communication equipment must be used
- Assistance Required must be signalled and responded to by the patrol team and care is rendered by members of the patrolling team
- Appropriate rescue equipment is identified for the rescue
- Appropriate PPE must be worn at all times
- Hazards are identified and minimised/controlled in line with organisational procedures
- Surf Conditions are negotiated

- Equipment is recovered in preparation for the next scenario
- Simulated Patrol Area must be erected
- Patient's condition is assessed, constantly monitored and treatment is modified as necessary
- Patient is made comfortable using available resources
- DRABCD action plan is followed
- Each member must have a Scenario Observation Checklist completed by the Assessor and attached to their Proficiency Record Book.

Instructions regarding researching your answers

The answers for most of these questions can be found in your IRB Training Manual. However because SLSQ would like to gain a Nationally Accredited qualification some of the questions may require that you search further than the manual.

Below are some websites which will assist you to find certain information not contained in the Manual, if you are unsure or have difficulties please contact the person responsible in your club or Branch to assist you with finding the answers

Internet sites to assist you in your research

http://www.epa.qld.gov.au/environmental_management/water/wastewater/

Instructions to Assessors

Each patrol member will have their own workbook, it contains all relevant documentation to determine competency including a copy of the Observation Checklist you MUST complete when watching them complete individual tasks.

These observation checklists capture the patrol member's practical demonstration of checking, using and cleaning the equipment. Beside each competency is a tick box, as the patrol member completes the task tick the box e.g.:

☐ Checks outboard motor operation by running for a minimum or 3 minutes

At the end of each Observation checklist you will find questions to ask, if they answer the questions correctly please tick the box. You will find answers to these questions in this guide in your copy of the observation checklist.

If you are unsure please contact SLSQ Training Department for clarification.

IRBTM – Refers to IRB Training Manual 5th Edition

STEP 1: PRE – PROFICIENCY TRAINING SESSION

Declaration:

I _____have attended the Surf Life Saving Queensland pre proficiency training session with my club.

- I have been advised of the 2006 / 2007 SLSQ patrol operations manual which contains relevant policies to my role as an operational patrolling member of Surf Life Saving Queensland.
- I have been trained in the new Resuscitation skills at the Pre-Proficiency Training Session.

Signed: _____

Club Representative: _____

Signature: _____

Date: _____

STEP 2: COMPLETE RELEVENT PRE-REQUISIT PROFICIENCIES

Declaration:

I, _____ have completed the prequisite award of

- Bronze Medallion for IRB crew person.
- Bronze Medallion & IRB Crew Proficiency for SM – IRB Driver

Name: _____

Signature: _____

Date Completed Pre – Requisite Awards: _____

STEP 3: COMPLETE AUTHENTICITY DECLARATION

Declaration:

I, _____ that I am submitting the answers in this

Workbook as my own work

Name: _____

Signature: _____ Date: _____

QUESTIONS - IRB CREW

1) Prior to embarking on a search and rescue operation you will receive from your patrol captain / IRB Driver information about the relevant search. This information will include: Nature of incident, description of the search target, potential emergency evaluation, ……. location and time when search target was last sighted, direction of wind and sea current and tidal movement (Select the missing information)
   a) Estimated time of search
   b) Location and time the incident occurred
   c) Size of the target
   d) Surf conditions

2) What optional equipment could be carried in an IRB during patrols?
   a) Pocket Mask
   b) Accessory Bag inc Flippers, Thermal Blanket, Took Kit
   c) 2 x Lifejackets
   d) All of the Above

3) During a pre-operational check of an IRB, you and the driver find a fault with the IRB, You should?
   a) Remove from Service and mark U/S, Prepare & Check spare IRB, Advise Patrol Captain of the fault, Record the fault in IRB Log
   b) Remove IRB from service and record fault in IRB log
   c) Swap IRB with spare and advise the patrol captain
   d) Advise Patrol Captain there will be no IRB on patrol

4) Who is responsible for checking & storing equipment in an IRB?
   a) IRB Driver
   b) IRB Crew
   c) Both IRB Driver & IRB Crew
   d) Club IRB Officer

5) As an IRB Crew your role is to?
   a) Crew the boat during operations
   b) Assist the driver in pre launch checks, vessel operations, and post operation checks.
   c) Perform patient pick ups
   d) Sit in the front of the boat and hold on

6) What are the 2 most common types of search patterns used by SLSA?
   a) Track Line Search Pattern & Creeping Line Pattern
   b) Barrier Search & Square Search Pattern
   c) Creeping Line Pattern & Square Search Pattern
   d) Barrier Search Pattern, Track Line Search Pattern

7) List the 2 items which need to be taken into consideration when deciding the distance between each leg of the search pattern.
   a) _____
   b) _____

8) What is the horizontal view of the Crew standing in flat sea?
   i) _____

9) When is the creeping line search pattern used?
   a) _____

10) When is the square search pattern used?
   a) _____

11) Who would you report a sighting of the search target to?
   a) IRB Driver
   b) Patrol Captain
   c) SARMAC
   d) OSC

12) How would you communicate with the IRB Driver?
   a) Verbally
   b) Using Hand Signals
   c) Using Maritime Terminology
   d) All of Above

13) In the first instance who would you report your concerns about crewing the IRB when there is large surf?
   a) Club IRB Captain
   b) Patrol Captain
   c) IRB Driver
   d) Fellow IRB Crew

14) What safety procedures should be implemented during extended searches?

a) SAR Timers & Frequent Crew Changeovers

b) Electronic Position Indicator Radio Beacon (EPIRB) for each crew member

c) Life Jackets

d) All of the above

15) If you were to fall overboard what position should you adopt?

a) Roll into a ball tucking in your arms and legs and put your chin towards you chest

b) Come to the surface as soon as possible for the driver to pick you up

c) Go underwater as far down as possible and resurface when safe

d) No position, just come up and swim to shore

16) When involved in a multi vessel search for a missing swimmer, you hear a call on the radio that one of the other search units has gone missing. Your vessel is told to break off the current search and resume in the new area to look for the missing vessel. You should:

a) Give your exact position in relation to the search pattern prior to moving to look for the missing vessel.

b) Move immediately to the new area

c) Finish the current pattern then move to the new area.

d) Quickly finish the current pattern then move to the new area.

17) During a patient pickup what side of the boat should the pick up be completed?

a) Crewpersons side

b) Drivers Side

c) Either Drivers or Crewpersons side

d) The crew should effect a tube rescue

18) Upon affecting a patient pickup the patient should be returned to the beach/backup support?

a) After they are assessed behind the wave zone

b) After completing the patrolling run

c) As soon as safely possible

d) The vessel should clear the wave zone then return directly back to the beach

19) What is the crew responsibility during post operational checks?

a) Fuel Cell refilled, wash down the IRB, Check for Damage on IRB
b) Wash down the boat
c) Nothing it is the drivers responsibility
d) Refill the fuel cell

20) Whose responsibility it is to ensure the IRB Logbook is filled out?

a) IRB Driver
b) IRB Crew
c) Both Driver & Crew
d) Club IRB Captain

21) After an incident you notice that the IRB Driver is suffering operational stress, who would you report this to?

a) Patrol Captain to contact the relevant peer support personal
b) Local peer support officer
c) Club Grievance Officer
d) Club IRB Captain

22) What is the minimum number of personal required to safely launching an IRB?

a) 2
b) 3
c) 4
d) 5

23) Where would you find SLSQ's policy on powercraft Code of Conduct and what was the issue date of this policy

a) _____

24) Using the Power Craft Code of Conduct identify the responsibilities of a person operating a power craft.

i) _____
ii) _____
iii) _____
iv) _____

25) Using the Power Craft Code of Conduct what are the 5 areas in the Code of Conduct outlines for you.

i) _____
ii) _____
iii) _____
iv) _____
v) _____

26) Using the Power Craft Code of Conduct what are the penalties for breaches of Code of Conduct

i) _____
ii) _____
iii) _____
iv) _____
v) _____
vi) _____

27) 27) What pressure should an IRB be inflated to?

a) 1 – 2 psi
b) 2.5 – 3.5 psi
c) 3 – 4 psi
d) 3.5 – 4.5 psi

28) What is the policy number for “Body Retrieval” and where can it be found?

a) _____

29) What PPE is recommended to be worn by IRB Drivers & Crew?

a) Helmet, radio, wet shirt
b) Shirt / wet shirt, shorts, sunscreen, hat, sunglasses, Gath style helmet
c) Swimmers & wetsuit
d) Wetsuit, spray jacket, lifejacket

30. Using the Hazard Report Form on the next page identify any local hazards which may be present when using the IRB at your beach.

31. Obtain a map of your local beach and complete the following tasks:

- draw in any hazards i.e. rips, rocks, boat ramps etc
- Map your IRB Patrol route

Hazard identification and report form

Club: _____Date: _____

Describe the hazard, risk or safety issue:

_____

_____

_____

_____

_____

_____

_____

Location of the hazard, risk or safety issue:

_____

_____

_____

_____

_____

_____

_____

Was any immediate action taken to control the situation? □None □Yes
Give reason:

_____

_____

_____

_____

_____

What was the immediate cause of the hazard, risk or safety issue?

_____

_____

_____

_____

_____

Your suggestion on ways to control this hazard, risk or safety issue:

_____

_____

_____

_____

_____

What short-term control measures can be implemented?

_____

_____

_____

What long-term control measures can be implemented?

_____

_____

_____

Name of person reporting hazard, risk or safety issue: _____

Signature: _____

Action taken by State/ Branch/ Club:

_____

_____

_____

_____

IRB Crew – Peer Assessment

It is important to watch the IRB Crew going about the procedures prior to, during and after a patrol or rescue.

	Scenario: IRB crew to demonstrate taking the IRB from the boat shed to the patrol area, including all inspections, tests etc prior to launch. To then launch IRB and perform routine reconnaissance processes. Then once patrol is complete to clean, maintain and stow IRB as per SLSQ procedures.
1.3 1.4	Inspect & Test IRB prior to patrol commencing ☐ Read IRB Log from previous patrol use to identify any malfunctions etc **Commence crew to checks**: ☐ floorboard fitted correctly, ☐ pontoons inflated correctly, ☐ all required equipment on board ready for use ☐ Knife ☐ Pair of paddles ☐ Rescue tube ☐ Whistle ☐ UHF Radio ☐ Towrope in holder **Assist Driver to complete the following checks** ☐ Check outboard motor operation by running for minimum of 3 minutes ☐ motor idles and runs satisfactorily ☐ water pump is operating ☐ the stop switch is functioning correctly ☐ Check security of propeller and the propeller safety guard ☐ Examine motor and propeller safety guard for cracks and breakages ☐ Ensure the motor cowling is securely fitted to the motor ☐ Ensure the fuel cell is full of correct fuel mixture to suit motor ☐ Is the fuel cell completely filled and there is no air left in the cell. ☐ Ensure that the motor is located centrally on the transom plate and tightened securely ☐ Attach motor safety cable to transom eye bolt ☐ Install fuel cell into IRB and secure 4 points ☐ Check that bayonet fittings are clean and free of sand ☐ Connect fuel line to motor and ensure bayonet fitting is locked in place and fuel line is threaded through the loops on the hull ☐ Squeeze fuel bowl until firm and check for fuel leaks ☐ Ensure the tilt –release mechanism is removed or disabled and tilt pin is fixed in its correct location. ☐ Ensure motor can be started in gear by removing safety mechanism ☐ Ensure that motor can hold a tilt position (tighten tilt nut where applicable) ☐ Ensure that the motor gear lever is set in neutral ☐ Ensure that protective floor covering is fitted as required by SLSA ☐ Record any missing parts or malfunctions in the IRB Log Book ☐ Drive or arrange to have IRB carried down onto the beach (depending on your club)
1.3	Launching IRB ☐ Is wearing appropriate PPE for crewing IRB ☐ Drag the IRB into a depth of water sufficient for the propeller guard to clear the bottom ☐ Maintains control of IRB whilst driver runs through basic start up procedure ☐ Enters IRB upon command or IRB Driver and secures self feet straps etc.

2.1 2.4 2.5	Crews IRB in surf ☐ Punches wave correctly when required ☐ removes right foot from foot strap ☐ throws themselves onto the bow resting on the back of their right shoulder ☐ maintain a short grip at he attached end of the bow rope with their right hand ☐ brace themselves against the handles of the bow rope with their left hand using a straight arm ☐ Uses observation skills whilst crewing to give IRB Driver information relating to swimmers etc ☐ Maintains safe seated position whilst crewing ☐ Uses appropriate signals ☐ Shore signal received and understood ☐ Shark alarm ☐ Search completed ☐ Assistance required ☐ Boat wishes to return to shore
5.1 5.2 5.3	Post operation service and storage ☐ Remove IRB from beach either by trailer or carry (depending on club) ☐ Remove the motor and fuel cell from IRB ☐ Place motor in test tank ☐ Remove motor cowling, connect the fuel cell and run the motor for three to five minutes at half speed revolutions. ☐ Hose the motor down briskly with fresh water, including the motor head while the motor is still running ☐ Disconnect flexible fuel lead whilst motor is still running ☐ Once motor has stopped, wipe it over with a cloth ☐ Spray motor block with a de-watering agent ☐ Check for any loose components or breakages and adjust as necessary ☐ Check propeller guard ☐ Completely hose down the IRB with fresh water, totally removing all sand ☐ Inspects IRB for any damage during hose down procedure ☐ Check floor boards for damage ☐ Once motor has been tested in the test tank remove ☐ Place on trolley ☐ Store in boat shed as required ☐ IRB Log Book is completed ☐ Debrief with crewperson on days events
5.1	Ask IRB Crew these Questions: What is the close-down procedure at the end of the weekend? ☐ Deflate the IRB and remove floor boards ☐ Re-inflate the IRB and keelson and hose down with fresh water, completely removing all sand and debris from inside the IRB ☐ Deflate IRB and re-fit floorboard ☐ Re-inflate IRB ready for storage

Required Skills	During the scenario did the IRB Crew demonstrate the following skills ☐ Maintain search information ☐ Observation ☐ Spacing and boundary marking ☐ Survival techniques ☐ Use appropriate personal protective equipment correctly ☐ Working in a team

Name of IRB Driver: _____

Date: _____

Signature of IRB Driver: _____

Signature of Crew member being assessed _____

Date: _____

QUESTIONS - SILVER MEDALLION IRB DRIVER

1) What should be checked during a driver's pre launch check?
   a) Motor, Propeller & Propeller Guard
   b) Motor Cowling is securely fitted, Fuel cell is full and fitted & connected to the motor, all ancillary equipment is fitted (tube, tow rope, whistle, paddles)
   c) Motor is centrally fitted to the transom, motor safety cable is attached to the boat and motor
   d) All of the above

2) During your pre operational check you notice that the whistle is missing, you should?
   a) Borrow a whistle off patrol
   b) Borrow one from the spare IRB, Report it in the IRB Log and return it to the other boat after patrol has concluded
   c) Go out with out it
   d) Remove the boat from service and the patrol will not have an IRB

3) Where would you record faults in your IRB?
   a) Patrol Log Book
   b) With Surfcom
   c) IRB Log Book
   d) Club Whiteboard

4) During operations you notice that the IRB is not performing to its optimum performance and you suspect the spark plugs are fouled. You try to run the motor at higher rpm and the situation does not improve. Where do you record this information?
   a) Patrol Log Book
   b) With Surfcom
   c) IRB Log Book
   d) Club Whiteboard

5) During post operation activities which of the following should be completed?
   a) Remove the cowling and run the motor, hose of the motor,
   b) Spray the motor with dewatering agent, and check for loose objects in the pan
   c) All of the above
   d) None of the above as cleaning is the crew's responsibility

6) After completing the post operation check where do you record your findings?
   a) Patrol Log Book
   b) With Surfcom
   c) IRB Log Book
   d) Club Whiteboard

7) After 1st patrol for the weekend in what condition should an IRB be left ready for the next patrol?
   a) Fully assembled ready for emergency operations
   b) Semi – Deflated, motor off the transom on a stand
   c) Deflated, motor on stand, equipment packed away
   d) Rolled up, floor board out, equipment packed away, motor on stand

8) What is the recommended distance from flags of the buffer zone for launching and retrieving IRB's either side of the flags?
   a) 10m – 20m
   b) 30m – 40m
   c) 50m – 100m
   d) 100 – 200m

9) What is the recommended minimum number of people required to safely launch an IRB?
   a) 2
   b) 4
   c) 5
   d) 3

10) When operating in large surf it is important to just over match the speed of the boat with?
   a) The size of the boat
   b) The power of the wave
   c) The size of the wave
   d) The size of the crew

11) When conducting operations in the surf zone whose responsibility is it to look out for swimmers / board riders etc…
   a) The Crew
   b) The Driver
   c) Both Driver & Crew
   d) The patrol captain

12) As an IRB Driver who is responsible for the safe transport of crew, equipment, personnel?

a) The Crewperson
b) The Driver
c) Both Driver & Crew
d) The patrol captain

13) If the IRB motor was to catch fire, you would?

a) Remove fuel line from the motor, Abandon ship, call Surfcom and advise of the situation,
b) Using your hands throw water onto the motor to put the fire out
c) Abandon ship and swim it out to sea where it can not be a hazard
d) Roll the boat over to submerge the flames.

14) In the event the motor fails within the break whilst heading out to sea, what should the crew do?

a) Do nothing & remain in position while the driver restarts the motor
b) Both the crew & driver surf the boat back to shore
c) Jump over the bow and hold the IRB against the oncoming wave.
d) Use the paddles to hold the boat in position until the driver can restart the motor

15) What is the driver & crew position if they need to surf a boat back to the beach?

a) Lying on the floor holding on to the foot straps
b) Driver & Crew lying on the pontoons towards the stern holding onto the stern pontoon ropes using their bodies as sea anchors
c) Stand on the floor and surf it like a surfboard
d) The crew do not surf the boat back, they let to go on the wave

16) Where would you find SLSQ's procedures concerning the use, testing, cleaning and servicing of response equipment?

17) What are two safe working practices you should follow when maintaining, servicing and testing IRB equipment, such as motors, propellers etc.?

18) Read through this section from the EPA website (http://www.epa.qld.gov.au/environmental_management/water/wastewater/) and then explain how the Surf Club can assist with waste water during the cleaning of the IRB?

_____
_____
_____
_____

18)

19) If large surf is 3.5 metres high, how should you take on the wave

_____
_____
_____

20) What is your role once emergency personnel have arrived at the scene of an incident?

_____
_____
_____
_____

21) If the crewperson or driver falls out of the IRB what should they do?)

_____
_____

22) If a motor has been involved in a roll over how long should they be run for and at what throttle level?

_____
_____

23) Why is it important to do this procedure mentioned above after the motor has been involved in a roll over?

_____
_____

24) After an incident you notice that the IRB Crew is suffering operational stress, who would you report this to?

a) Patrol Captain to contact the relevant peer support personal
b) Local peer support officer
c) Club Grievance Officer
d) Club IRB Captain

PEER ASSESSMENT – IRB Driver

It is important to watch the IRB Driver going about the procedures prior to, during and after a patrol or rescue.

SAR010A	EQU001A	Scenario: IRB crew to demonstrate taking the IRB from the boat shed to the patrol area, including all inspections, tests etc prior to launch. To then launch IRB and perform routine reconnaissance processes. Then once patrol is complete to clean, maintain and stow IRB as per SLSQ procedures.
1.3, 2.2	1.1, 1.2, 1.3 - 2.1,2.2,2.3	Inspect & Test IRB prior to patrol commencing ☐ Read IRB Log from previous patrol use to identify any malfunctions etc **Advise Crew to commence crew to checks**: ☐ floorboard fitted correctly, ☐ pontoons inflated correctly, ☐ all required equipment on board ready for use ☐ Knife ☐ pair of paddles ☐ Rescue tube ☐ Whistle ☐ UHF Radio ☐ Towrope in holder **Complete following checks – crew can assist as required** ☐ Check outboard motor operation by running for minimum of 3 minutes ☐ motor idles and runs satisfactorily ☐ water pump is operating ☐ the stop switch is functioning correctly ☐ Check security of propeller and the propeller safety guard ☐ Examine motor and propeller safety guard for cracks and breakages ☐ Ensure the motor cowling is securely fitted to the motor ☐ Ensure the fuel cell is full of correct fuel mixture to suit motor ☐ Is the fuel cell completely filled and there is no air left in the cell. ☐ Ensure that the motor is located centrally on the transom plate and tightened securely ☐ Attach motor safety cable to transom eye bolt ☐ Install fuel cell into IRB and secure 4 points ☐ Check that bayonet fittings are clean and free of sand ☐ Connect fuel line to motor and ensure bayonet fitting is locked in place and fuel line is threaded through the loops on the hull ☐ Squeeze fuel bowl until firm and check for fuel leaks ☐ Ensure the tilt –release mechanism is removed or disabled and tilt pin is fixed in its correct location. ☐ Ensure motor can be started in gear by removing safety mechanism ☐ Ensure that motor can hold a tilt position (tighten tilt nut where applicable) ☐ Ensure that the motor gear lever is set in neutral ☐ Ensure that protective floor covering is fitted as required by SLSA ☐ Record any missing parts or malfunctions in the IRB Log Book ☐ Drive or arrange to have IRB carried down onto the beach (depending on your club)

SAR010A	EQU001A	Tasks to be demonstrate
1.4, 1.5 – 2.1, 2.3		Launching IRB ☐ Is wearing appropriate PPE for driving IRB ☐ Drag the IRB into a depth of water sufficient for the propeller guard to clear the bottom ☐ Runs through basic start up procedure ☐ Sets the throttle control to 'start' position ☐ Maintains constant grip on throttle, starts motor by pulling on the starter rope ☐ Maintains hold on rope handle until the cord is in the recoiled position ☐ Board the IRB quickly, maintaining a grip on the motor handle ☐ Engage forward gear and order crewperson aboard and immediately procedure out to sea ☐ Whilst proceeding out to sea navigates surf appropriate to conditions
2.4, 2.5, 2.6,2.7		Operate IRB in surf ☐ Completes figure 8 formation ☐ Parallel running ☐ Solo driving skills ☐ Uses observation skills whilst driving relating to swimmers etc ☐ Maintains safe seated position whilst driving ☐ Uses appropriate signals ☐ Shore signal received and understood ☐ Shark alarm ☐ Search completed ☐ Assistance required ☐ Boat wishes to return to shore
3.1, 3.2,3.3,3.6,3.7		☐ Demonstrate righting Capsized IRB ☐ Climb on to upturned IRB ☐ Grab the rollover rope ☐ Stand on opposite pontoon and pull on rollover rope to right IRB ☐ Once righted attempt to start motor (advise the motor will not start) ☐ Assistance required signal is given ☐ Demonstrate surfing disabled IRB back to shore
		☐ Demonstrate Motor restart procedure after roll over ☐ Remove motor and hose down with fresh water ☐ Remove spark plugs ☐ Drain carburettor ☐ Invert motor with plug openings towards the ground – Remove emergency switch lanyard or turn off kill switch where fitted, then pull the starter cord at least 20 times ☐ Insert eggcup full of petrol through spark plug ports into each cylinder head, shake motor vigorously and then once more invert motor and pull the starter cord another 10 times ☐ Replace the drain plug in carburettor ☐ Wipe the spark plugs dry, spray plugs and leads with de-watering agent, wipe clean ☐

SAR010A	EQU001A	Tasks to be demonstrate
5.1, 5.2, 5.4, 5.5	3.1,3.2,3.3	Post operation service and storage ☐ Remove IRB from beach either by trailer or carry (depending on club) ☐ Remove the motor and fuel cell from IRB ☐ Place motor in test tank ☐ Remove motor cowling, connect the fuel cell and run the motor for three to five minutes at half speed revolutions. ☐ Hose the motor down briskly with fresh water, including the motor head while the motor is still running ☐ Disconnect flexible fuel lead whilst motor is still running ☐ Once motor has stopped, wipe it over with a cloth ☐ Spray motor block with a de-watering agent ☐ Check for any loose components or breakages and adjust as necessary ☐ Check propeller guard ☐ Completely hose down the IRB with fresh water, totally removing all sand ☐ Inspects IRB for any damage during hose down procedure ☐ Checks floor boards for damage ☐ Once motor has been tested in the test tank remove ☐ Place on trolley ☐ Store in boat shed as required ☐ IRB Log Book is completed ☐ Debrief with crewperson on days events
Required Skills		During the practical observation has the IRB Driver demonstrated the following skills: ☐ Ability to return equipment to organisational readiness after use, including appropriate wash down and motor flush ☐ Backing and manoeuvring boat-trailers ☐ Clear interpersonal communications as driver of the vessel ☐ Confident and safe boat handling skills, including rescue of persons and recovery of objects from the water ☐ Constant monitoring of hazards and applications of safety principles ☐ Knots and lashings for securing small boats ☐ Working in a team

Name of Peer: _____

Date: _____

Signature of Peer: _____

Signature of IRB Driver being assessed _____

Date: _____

STEP 5 & 6 – CLUB PROFICIENCY DAY

CLUB CAPTAIN / PATROL CAPTAIN SIGN OFF

I, _____ have observed the owner, of this workbook participate in the following patrolling duties: complete pre operational checks on relevant equipment in accordance with SLSQ procedures; respond to incidents including aquatic emergencies in line with organisational requirements.

Signature: _____ Date: _____
(Patrol Captain / Club Captain / IRB Captain)

ASSESSOR SIGN OFF – IRB Driver

Item	Date Completed	Assessor
Workbook Completed & Submitted		Name:
		Signature:
Assessor Scenario observation completed		Name:
		Signature:
IRB Log Book completed during Scenario		Name:
		Signature:

ASSESSOR SIGN OFF – IRB CREWPERSON

Item	Date Completed	Assessor
Workbook Completed & Submitted		Name:
		Signature:
Assessor Scenario observation completed		Name:
		Signature:

Assessor Observation - IRB Driver Practical Skills

Set Scenario – Ask the IRB Driver to perform the following rescue scenarios:

- one patient in open water – conscious – once in craft drop in white water zone for next pickup
- one patient in white water – unconscious – returns to shore to complete the following:
- Lift and carry patient out of IRB
- Perform patient assessment – patient will be breathing but unconscious
- Complete Incident report & IRB Log Books and hand in as evidence

001A	010A	Did the patrol member demonstrate the following skills during the rescue scenarios:	Assessor Comments
	1.1 1.2 1.4	**IRB Driver completes launch:** ☐ Is wearing appropriate PPE for driving IRB ☐ Has Radio secured to chest in protective bag ☐ Before launching IRB the driver shall ☐ Prime the petrol through to the motor carburettor ☐ Ensure that the motor gear lever is in the neutral position ☐ Drag the IRB into a depth of water sufficient for the propeller guard to clear the bottom ☐ Basic starting procedure carried out: ☐ set the throttle control to 'start' position ☐ whilst maintaining a constant grip on the throttle handle, start the motor by pulling on the starter rope ☐ Retain hold on rope handle until the cord is in the recoiled position ☐ Board the IRB quickly, maintaining a grip on the motor handle. ☐ Engage forward gear and order the crewperson aboard ☐ Makes sure crewperson is secure in IRB ☐ immediately proceed out to sea according to their judgement of the surf conditions and the break	
	4.1, 4.2, 4.3 & Required Knowledge	Request IRB Driver to proceed out to sea to pick up patient past the breaks – Patient is conscious ☐ Used appropriate search techniques to locate patient ☐ Driver is positioned correctly on the left hand pontoon ☐ Driver negotiates surf conditions safety and according to SLSQ IRB Training Manual (proceeding through surf &punching a wave) Once patient is reached: ☐ Motor is idled but still in gear ☐ Patient is positioned alongside port pontoon ☐ Driver maintains control of motor throttle with right hand whilst lifting patient's legs into craft with left hand	

001A	010A	Did the patrol member demonstrate the following skills during the rescue scenarios:	Assessor Comments
	4.2 4.3	☐ Patient is secured in craft ready to return to shore ☐ requests crew to signal "craft wishes to return to shore	
	4.1 4.2 4.3	Request IRB Driver to drop patient in white water, do figure of eight and return to pick up **unconscious patient** Once the IRB Driver has assessed the situation they can choose to complete the rescue as per open water or they can move away from the patient and request the crewperson to dive in and use the tube. (This will depend on the surf conditions at the time of this scenario). Is the rescue successful YES / NO ☐ Once patient is in craft is signal "craft wishes to return to shore & assistance required" given? ☐ Craft returns to shore ☐ Driver ensures motor is turned off and engine tilted ☐ Driver and crew lift patient from IRB using SLSQ procedure (outlined in IRB Training Manual) ☐ Patient assessment is completed – (patient is breathing but unconscious)	
	4.2	Upon completion of rescues – IRB Driver to complete incident Log Book and submit as evidence – this should be MARKED "Training"	
	Required Skills	During the scenario did the IRB Driver demonstrate the following skills ☐ Ability to return equipment to organisational readiness after use, including appropriate wash down and motor flush ☐ Casualty handling inline with SLSQ standards ☐ Clear interpersonal communications as driver of the vessel ☐ Confident and safe boat handling skills, including rescue of persons and recovery of objects from the water ☐ Constant monitoring of hazards and applications of safety principles ☐ Emergency skills ☐ Knots and lashings for securing small boats ☐ Working in a team ☐ Perform creeping line search pattern ☐ Perform Square Search pattern	

Assessor Name: _____

Assessor No: _____

Assessor Signature: _____

Date: _____

IRB Driver Signature: _____

Assessor Observation IRB Crew Practical Skills

Set Scenario – Ask the IRB Crew to perform the following rescue scenarios:

- one patient in open water – conscious
- one patient in white water – unconscious – returns to shore to complete the following:
- Lift and carry patient out of IRB
- Perform patient assessment – patient will be breathing but unconscious
- Complete Incident report & IRB Log Books and hand in as evidence

SAR011A	Did the patrol member demonstrate the following skills during the rescue scenarios:	Assessor Comments
1.1, 1.2	**IRB Crew completes launch:** ☐ Is wearing appropriate PPE for crewing IRB ☐ Drag the IRB into a depth of water sufficient for the propeller guard to clear the bottom ☐ Maintains control of IRB whilst driver runs through basic start up procedure ☐ Enters IRB upon command or IRB Driver and secures self feet straps etc.	
2.1, 2.2, 2.3, 2.4, 2.5,2.6, 2.7 – 3.1, 3.2, 3.3, 4.1, 4.2,4.3,4.4	Request IRB Driver to proceed out to sea to pick up patient past the breaks – **Patient is conscious** ☐ crew is positioned correctly on the right hand pontoon as the craft proceed through the surf ☐ Crew negotiates surf conditions safety and according to SLSQ IRB Training Manual (proceeding through surf &punching a wave) ☐ Crew directs IRB Driver to patient Once patient is reached: ☐ Crew moves to port pontoon and hauls patient aboard by grasping them under armpits ☐ Communicates with IRB Driver ☐ Crew positions patient in safe position within IRB and resumes crew position to head back to shore	
2.1, 2.2, 2.3, 2.4, 2.5,2.6, 2.7 - – 3.1, 3.2, 3.3, 4.1, 4.2,4.3,4.4	Request IRB Driver to drop patient in white water, - unconscious patient ☐ Crew completes rescue either by tube or drag in craft depending on surf conditions. Is the rescue successful YES / NO ☐ Once patient is in craft is signal “craft wishes to return to shore & assistance required” given? ☐ Craft returns to shore ☐ Driver and crew lift patient from IRB using SLSQ procedure (outlined in IRB Training Manual) ☐ Patient assessment is completed – (patient is breathing but unconscious)	

Required Skills	During the practical observation did the IRB Crew member demonstrate the following skills: ☐ Implement lost searcher procedures ☐ Maintain search information ☐ Observation ☐ Spacing and boundary marking ☐ Survival techniques ☐ Use appropriate personal protective equipment correctly ☐ Working in a team ☐ Perform creeping line search pattern ☐ Perform Square Search pattern		
	Scenario completed successfully	**YES**	**NO**

Assessor Name: _____

Assessor No: _____

Assessor Signature: _____

Date: _____

IRB Crew Signature: _____