



AUSTRALIAN LIFESAVING
ACADEMY

**Silver Medallion
(IRB Driver)
Learner Guide**



Acknowledgments

This education resource has been developed by the Australian Lifesaving Academy for use within Surf Lifesaving.

Surf Life Saving Australia (SLSA) would like to acknowledge the following people who contributed their time and expertise to support the development of this resource:

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These resources were developed from resources supplied by Surf Life Saving New South Wales and Life Saving Victoria.

SLSA would like to acknowledge the financial support it has received from the Federal Department of Education, Employment and Workplace Relations. The views expressed herein do not necessarily represent the views of the Commonwealth of Australia. The Commonwealth of Australia does not give any warranty nor accept any liability in relation to the content of this work.

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Terminology

The following terms are used throughout this guide.

IRB - Inflatable Rescue Boat

IRB Personnel - Includes both IRB Drivers and IRB Crew persons

Marine Licence - Licence to drive a recreation vessel (required in most states)

Hull - The IRB not including the motor and ancillary equipment

Boat - When used in reference to an IRB this term means a fully set-up IRB including motor and ancillary equipment



Icons

The following icons (symbols) are used throughout this manual to indicate the types of activities you will be undertaking as you work through the module.



Course Aim and Objectives

This icon is used to bring attention to the course aim and objectives.



Reading

This icon indicates learners are required to undertake an individual reading task.



Individual Learning Activity

This icon indicates that learners are required to undertake an individual learning task. This will usually involve the documenting of individual thoughts and ideas.



Group Learning Activity

This icon indicates that learners are required to undertake a group learning task. Group activities may be completed in pairs, trios or larger groups.



Case Study

This icon indicates that learners are required to undertake an analysis of a particular case or situation used as a basis for drawing conclusions in similar situations.



Remember this!

This icon is used to recap important and critical issues or content that learners should pay particular attention to.



Assessment Task

This icon indicates that learners are required to undertake an individual assessment of their skills and/or knowledge. This may involve completion of a scenario, a set of multiple choice questions and/or an exam.



Course Introduction



The aim of this course is to help you develop skills and knowledge to safely and effectively drive an Inflatable Rescue Boat (IRB)

This course leads to the SLSA Award Silver Medallion IRB Driver. You will also develop knowledge and skills to enable you to demonstrate competence in the nationally recognised unit(s) of competency:

- PUAEQU001A Prepare, maintain and test response equipment
- PUASAR010A Undertake rescue operation in a small power craft

These units form a part of the nationally recognised PUA31304 Certificate III in Public Safety (Aquatic Search and Rescue)

Pre-requisites

To enter the Silver Medallion (IRB Driver) you must have met the following course pre-requisites:

- Minimum of 16 years of age to commence training
- Minimum of 17 years of age on the date of final assessment
- Hold and be currently proficient in the SLSA awards shown in the table below
- Complete 10 hours post assessment experience as a crewperson
- Have met the Marine Licensing requirements in your state
- Already achieved the units of competency shown in the table below

Surf Life Saving Pre-requisite Awards
Bronze Medallion
IRB Crew Certificate (Plus 10 hours of crewing experience as evidenced by your log)

Pre-requisite units of competency	
Competency code and title	Found in the following SLSA awards (For club members)
PUACOM001B Communicate in the workplace	Bronze Medallion
PUAEME001A Provide emergency care	
PUAOPE002A Operate communication systems and equipment	



Course Outcomes

By the end of this course, you will be able to:

- Lead the IRB crew, including
 - planning operations to achieve goals
 - communicating instructions clearly
 - accepting and considering feedback received in making decisions
 - maintaining the IRB Log and other reports as required
 - assisting and supervising the crew person/s as required in the performance of their tasks

- Prepare, drive and maintain the IRB, including
 - preparing IRB for launching and operations
 - navigating the IRB accurately and safely in the performance of duties, including rescues, emergency drills and body recovery
 - controlling the tiller and throttle effectively and safely
 - driving the IRB safely and effectively at lower and higher speeds
 - optimising the performance of the IRB
 - maintaining the IRB and motor and resolving problems and breakdowns in accordance with organisational policy and procedures

- Maintain effective communication, including:
 - operating communication equipment effectively
 - communicating effectively with crew person/s, patrols, the public and patients in the normal performance of duties
 - liaising effectively with other emergency response services as required



Your current skills and knowledge (RPL)

You may already have some of the required knowledge and/or skills for this course. Perhaps you completed similar training activities in previous work or learned them from performing your job or in another training course.

If you can demonstrate to your Facilitator/Assessor that you are competent in a particular unit of competency, you will not need to repeat the training for it. This is called Recognition of Prior Learning or RPL. Your prior learning is recognised when you can successfully demonstrate that you are already competent.

If you feel confident you already have some or all of the competencies delivered in this module, ask your Facilitator/Assessor for a copy of the RPL Information Kit which includes a Self-Assessment Checklist for the course. You can check yourself by completing self-assessment.

If you feel that you can demonstrate competency, talk to your Facilitator/Assessor about having this formally recognised. Your Facilitator/Assessor will then help you to provide evidence of competency.

Competency can be demonstrated in a number of ways, and most commonly it is done by:

- showing you already have a recognised qualification which delivered the same unit/s of competency OR
- undertaking the assessment tasks for the course.

Talk to your Facilitator/Assessor for more information about RPL.

What you need to complete this course

You need:

- a qualified IRB trainer
- an experienced and qualified IRB Driver (may be the IRB trainer)
- SLSA Powercraft Manual 6th Edition
- this Learner Guide – designed to keep your own notes together
- access to IRB operating procedures (state/club)
- opportunities to undertake assessment activities, including access to fully-equipped IRB



How to use this Learner Guide

- This module will be delivered using a variety of strategies for learning.
- Read through the manual carefully. The topics cover the knowledge and skills required to complete this course and to prepare you for the assessment activities.
- Work through the information and complete the activities.
- You will be supported by your Trainer/Facilitator who will show you the correct way to do things.
- There will be opportunities for you to ask questions and seek guidance while working through the manual.
- As you work through the manual ask for feedback.
- On completion of the manual you will be asked for your feedback.

How to supply feedback on improving this resource

All resources developed by the Australian Lifesaving Academy are reviewed at least annually and updated as required. Feedback can be supplied through the online Improvement Requests form on the Resource Development Page at

www.slsa.com.au or in writing to:

Training Improvement Requests
Surf Life Saving Australia
Locked Bag 2
Bondi Beach, NSW, 2026



Topic 1 – Roles and Responsibilities of an IRB Driver

Introduction



This topic will help you answer the following questions:

1. What is the role of IRB driver?
2. How do my responsibilities differ from those I have had as a crew person?
3. How can I effectively coordinate and supervise the work of crew person/s?
4. What communication skills do I need to be an effective IRB driver?

Most of the content for this topic is in the SLSA Powercraft Manual 6th Edition. Your trainer will tell you when to refer to the Manual and will provide updated information as required. This workbook contains the training activities and space for your notes.

The IRB is an expensive piece of rescue equipment. All qualified drivers and crews are responsible for looking after the equipment and it is expected that all drivers and crews will treat the boat and motor with the utmost care and respect.

The IRB is a high profile piece of equipment – it attracts attention when in use – and all drivers must be aware of their responsibility to take training seriously and not run the risk of being seen as fooling around dangerously.

Safety is the primary consideration in all IRB operations. Poor driving, or inappropriate driving for the prevailing conditions, can be the cause of injuries to driver, crew and beach users and will not be tolerated.

Be aware of your own limitations and operate within these, and behave in a professional manner at all times.



Remember this!

- *Safety is the primary consideration in all IRB operations, be aware of your limitations*
- *The IRB is a high profile and expensive piece of equipment.*



Powercraft Code of Conduct

Reference: Powercraft Manual 6th Ed, p 11



Activity (Group) 1.1: Powercraft Code of Conduct

You are already familiar with the Powercraft Code of Conduct from your training and experience as a crew person. Your trainer will lead a discussion about how your responsibilities under the code change once you take on the role of IRB driver.

Use the questions and space below to make your own notes of points you want to remember from the discussion:

1. What does it mean for you to “act responsibly and with care” as an IRB driver? Who and what are you responsible for?

2. What is the IRB driver’s role in “promoting a culture of safety”? Based on your discussion, list some examples of driver behaviour that promote a culture of safety in relation to the IRB. You might also want to discuss examples of poor behaviours.

3. What is your role in implementing inter-service agreements and relationships with other emergency services in driving the IRB?



Role of the Driver

Reference: Powercraft Manual 6th Ed, p 35-6

As an IRB driver you will have overall responsibility for the operation of the IRB and will be responsible for the boat and crew and to the community and organisation for its safe and effective operation. You will also be responsible for supervising, and directing, the crew person/s in the performance of their tasks.



Activity (Group) 1.2:

Your trainer will lead a discussion about the role of the IRB driver in operating the IRB. This will help you review information already introduced in the IRB Crew Certificate and highlight your new responsibilities:

Role and responsibilities of the IRB Driver:



Activity (Individual) 1.3: Reflection

How do you feel about your ability to fulfil the list of duties and responsibilities of an IRB driver discussed above?

What limitations might you have? Respond to the following discussion points:

1. What type/s of IRB are you familiar with – and not familiar with?

2. What beach/water/environmental conditions do you feel confident in – and not confident in?

3. What weather conditions do you feel confident in – and not confident in?

4. What physical strengths and abilities do you have, relevant to the driving of an IRB? Any you are lacking?



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5. Under what circumstances would you refuse to drive an IRB if requested to do so?

6. How confident are you that you can direct and supervise the work of IRB crew person/s?

This course will help you to develop your skills and confidence, but all of us have limitations. Being aware of your own limitations and level of competence and confidence is an important part of ensuring the safety of yourself and others, as well as of the boat and equipment.



Remember this!

Operating an IRB is an important responsibility with serious potential dangers. NEVER show off or act irresponsibly in an IRB.



Leading the IRB crew person/s

Your safety and the safety of others rely on effective teamwork between you and the IRB crew person/s. They need to have confidence in your ability in order for them to follow your directions and effectively perform tasks as a team with you.



Activity (Group) 1.4: IRB Driver Role Model

Answer the following questions as your trainer leads a discussion about the qualities of the experienced IRB drivers you have worked with as crew persons.

1. What are the personal qualities of the best IRB drivers you have worked with as a crew person, i.e., what types of people are they and what is their attitude to driving the IRB?

2. What specific skills and knowledge do good IRB drivers have?

3. How do good IRB drivers ensure they communicate effectively with crew person/s and others while driving the IRB? What do they do to check their communication has been effective?

4. How do good IRB drivers help crew person/s to do a better job?



Communication skills for IRB drivers

Reference: Powercraft Manual 6th Ed, p 25 – Radio communication

The IRB driver is responsible for the overall effectiveness of communication within the boat and between the IRB and the patrol on the beach, as well as with swimmers, surfers and the public generally.

This includes:

- Verbal communication, to give instructions and listen to feedback
- Non-verbal communication, including instructing the crew person on signals to give to shore
- Radio communication



Activity (Group) 1.5: Communication Demonstration

Your trainer will assign you one of the situations listed above and may provide you with further details of the situation, or may ask you to base this on your own experience.

Work with a partner, who will operate as your crew person, to demonstrate to the rest of the group how you would communicate in the given situation. Use the space below to make notes of any points you want to remember:

NOTES:



Topic 2 – Prepare and Drive the IRB

Introduction



This topic will help you answer the following questions:

1. What is the driver's role in setting up the IRB for use?
2. How do I work with a crew person to prepare and launch the IRB?
3. What key skills are used in driving the IRB safely in a variety of conditions?
4. How is the IRB safely returned to shore?

Most of the content for this topic is in the SLSA Powercraft Manual 6th Edition. Your trainer will tell you when to refer to the Manual. This workbook contains the training activities and space for your notes.

Pre-launch procedures

Reference: Powercraft Manual, 6th Ed, p 37-8



Activity (Group) 2.1: Practical Activities

This session will involve you in a number of practical activities. Your trainer will explain and demonstrate the following tasks, which you will then have the opportunity to practise. You will act as IRB driver and your trainer or another experienced driver will act as your crew person:

Task One

Preparing the IRB for use – preparation as listed p 34 Powercraft Manual, 6th Edition – log book checking - and driver's duties as listed p 36 are all practised. Ensure the boat is properly equipped, fuelled, inflated and ready for use.

Task Two

Manual Handling of the IRB – practise coordinating the movement of the IRB including using towing equipment where available. You must now demonstrate that you can take the lead and supervise the safe manual handling of the boat.



Activity (Individual) 2.2: Review Pre-launch Activities

Use the space provided below to make any notes you wish to keep to help you to prepare for assessment in each of the procedures taught by your trainer. Your trainer may use the following questions for discussion following completion of practical activities.

1. What are you looking for when checking the motor and propeller and propeller safety guard during your pre-launch checks?

2. What should you check has been done when the fuel cell is refuelled?

3. Why do you check the IRB Log before preparing the boat for launch?

4. What three things should you look for when checking the motor is working properly?



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5. What is the ideal range of inflation for the IRB and what would be the possible outcomes of under or over inflation?



Launching and boarding an IRB

Reference: Powercraft Manual, 6th Ed, p 39 - 41



Activity (Group) 2.3: Practical Activities

This session will involve you in a number of practical activities. Your trainer will explain and demonstrate the following tasks, which you will then have the opportunity to practise. Where possible you should run through all procedures on dry land before progressing to flat/calm water and finally to more challenging conditions:

Task One

Simulate coordinating the launch and boarding of the IRB – making sure you communicate clearly to your crew person when to board the IRB and the position to take up.

Task Two

Complete pre-operational checks before proceeding to practise coordinating the launch and boarding of the IRB in the water. Follow the 7 steps of the operational start checks and the start up procedures.

Task Three

Coordinate the launch and boarding of the IRB in calm conditions. Brief the crew person on the mission/task and the commands used for boarding and operating. Practise different ways of launching and boarding the IRB suitable for different conditions.



Activity (Individual) 2.4: Review Launching and Boarding Activities

Use the space provided below to make any notes you wish to keep to help you to prepare for assessment in each of the procedures taught by your trainer. Your trainer may use the following questions for discussion following completion of practical activities.

1. Why must the driver tell the crew person/s when to board the IRB at launch?

2. What positions might you instruct the crew person to take up immediately following launch and when would each position be used?

3. Why should you never test the motor dry prior to launch?

4. What is the preferred method of changing gear and why?



Basic driving skills

Reference: Powercraft Manual, 6th Ed, p 42 - 45



Activity (Group) 2.5: Practical Activities

This session will involve you in a number of practical activities with your trainer or an experienced IRB Driver acting as your crew person. Your trainer will explain and demonstrate the following tasks, which you will then have the opportunity to practise. You should expect to practise some of these tasks many times in developing your skills:

Task One

Practise using the throttle and tiller to manoeuvre the IRB on flat/calm water initially (for at least two hours) before attempting more challenging conditions. Practise wide and slow port and starboard turns. Your trainer or supervising driver (acting as crew) will demonstrate when necessary and provide feedback on your skills. They may also place you in the crew position while they demonstrate the skills. If you do not act safely and responsibly and follow the Trainer's instructions the training session will be terminated.

Task Two

Practise driving the boat out through small surf while providing instructions to the crew person to enable them to effectively balance the boat. Practise the skills required to head out through the surf at an angle, unless larger waves need to be approached head on. Practise using the throttle to maintain the correct speed to ensure safe and economical progress through the waves. If you do not act safely and responsibly and follow the Trainer's instructions the training session will be terminated

Task Three

Practise returning to shore, ensuring crew person and beach patrol are both making appropriate observation to warn you of obstacles you cannot see. Provide directions to the crew person about when/how to alight from the IRB and lift the IRB above the water line. If you do not act safely and responsibly and follow the Trainer's instructions the training session will be terminated.



More advanced driving skills

Reference: Powercraft Manual, 6th Ed, p 42 - 45



Activity (Group) 2.6: Practical Activities

This session will involve you in a number of practical activities with your trainer or an experienced IRB Driver acting as your crew person. Your trainer will explain and demonstrate the following tasks, which you will then have the opportunity to practise. You should expect to practise some of these tasks many times in developing your skills:

Task One

Develop your skill in using the tiller and throttle by practising more advanced manoeuvres including figure eight and circle turns. Once you have grasped these, practise tighter versions and/or faster versions of the same manoeuvres.

Task Two

Practise driving the boat out through moderate surf while providing instructions to the crew person to enable them to effectively balance the boat. Practise the skills required to approach larger waves head on and punch through waves. Practise using the throttle to maintain the correct speed to ensure safe and economical progress through the waves.

Task Three

As for Task Two, but in slightly more challenging conditions, eg, larger surf. Parallel running can also be attempted provided your trainer agrees that you are ready to practise this skill.

Task Four

Practise solo driving, as would be required if your crew person fell overboard.

Task Five

Practise returning to shore in more challenging conditions.



Activity (Individual) 2.7: Review Driving skills

Use the space provided below to make any notes you wish to keep to help you to prepare for assessment in each of the procedures taught by your trainer. Your trainer may use the following questions for discussion following completion of practical activities.

1. Describe three ways in which the driver ensures the safety of crew person/s while manoeuvring the IRB.

2. What should the driver do when proceeding through the surf to ensure the crew person is not subjected to an unnecessarily 'high ride'?

3. When would you use each of the following methods of proceeding through the surf:

- i. punching through waves?
- ii. driving at a slight angle?
- iii. parallel running?

4. What should you do if you fall out of the IRB? What should you do if the crew person falls out of the IRB?



Topic 3 - Drive IRB to participate in rescues and perform emergency drills



This topic will help you answer the following questions:

1. How is the IRB deployed in rescues?
2. What is the driver's role in performing rescues, including:
 - a. driving and manoeuvring the IRB?
 - b. patient pick up and transport?
 - c. coordination and communication with other patrol members and other emergency response services?
3. What emergencies can occur in operating the IRB and how should these be handled?

Most of the content for this topic is in the SLSA Powercraft Manual 6th Edition. Your trainer will tell you when to refer to the Manual. This workbook contains the training activities and space for your notes.

Rescue operations

Reference: Powercraft Manual, 6th Ed, p 51 - 58



Activity (Group) 3.1: Practical Activities

This session will involve you in a number of practical activities under the supervision of your trainer and with an IRB Driver acting as your crew person. Your trainer will explain and demonstrate the following tasks, which you will then have the opportunity to practise. You should expect to practise some of these tasks many times in developing your skills:

Task One

Practise approaching single patients in flat/calm water, coming alongside and holding the IRB in position while the crew person lifts the patient on board – assisting with lifting as required while maintaining control of the throttle. Next practise this for more than one patient in clear open water. (Tip: Use a waterproof Lifetek Water Rescue Dummy or similar if you have one or can borrow one) Practise all appropriate methods of patient pick up suitable for the conditions, including the 'tea bag' pick up.



Task Two

As for Task One, in slightly more challenging conditions, eg, broken water. Gradually increase the difficulty or level of challenge as your skills develop. Practise instructing the crew person to perform rescues using the rescue tube when conditions require this.

Task Three

Practice rescue skills from start to finish, making all the decisions required during the process and maintaining appropriate communication with crew person, beach patrol and others involved, eg:

- Receive the call
- Prepare and launch the IRB
- Maintain communication
- Effect the rescue/s
- Transport the patient
- (You will learn post-operational procedures in the next topic)



Activity (Individual) 3.2:

Use the space provided below to make any notes you wish to keep to help you to prepare for assessment in each of the procedures taught by your trainer. Your trainer may use the following questions for discussion following completion of practical activities.

1. What driving skills do you use or steps do you take during rescues to ensure the safety of people in the water, eg, crew person or patient?

2. In what circumstances would you instruct (and assist) the crew person to use rear or forward-facing lifting techniques when lifting a patient from the water?



3. In what situations should patient pick up be done 'on the run' rather than stationary?

4. What safety precautions should you take during mass rescues, when people tend to approach the IRB from all sides?

5. What procedure should be followed in mass rescues when there are so many people holding onto the IRB that it cannot be manoeuvred safely?

IRB Emergencies

Reference: Powercraft Manual, 6th Ed, p 49 - 51

A range of different emergency situations can arise in the operation of an IRB. These are often due to the environment and conditions in which the IRB is operated. It is impossible to predict everything that could occur and so the IRB driver needs to be prepared to take various actions to ensure the safety of themselves, the crew person/s, patients and others in and around the IRB when the emergency occurs. As an emergency response organisation, a surf life saving club will always put a major emphasis on safety in all its operations.

This topic deals with the following types of situations:

- IRB capsize
- fire on IRB
- abandon IRB drill
- IRB breakdowns and emergency maintenance



Activity (Group) 3.3: Practical

This session will involve you in a number of practical activities under the supervision of your trainer and/or with an experienced IRB driver acting as your crew person. Your trainer will explain and demonstrate the following tasks, which you will then have the opportunity to practise. You should expect to practise some of these tasks many times in developing your skills to the point where you can make decisions and act appropriately under stress:

Task One

Practise capsizing and righting the IRB without a motor. Practise in calm water and move on to more challenging conditions as your skill develops.

Note: This task is not safe to perform on land.

Task Two

Practise fire on IRB drill, including protecting others from potential danger, and in increasingly challenging conditions. This task should include practising abandoning (and later recovering) the IRB, although this routine may also be required in circumstances other than fire.

Task Three

Practise diagnosing and rectifying basic motor faults while the IRB is underway, and also practise manoeuvring the IRB without a motor. Basic faults should be simulated rather than created where appropriate and be restricted to:

- Fuel blockages
- Faulty fuel lines
- Loose electrical connections
- Water in fuel
- Air in fuel cell



Activity (Individual) 3.4: IRB Emergencies

Use the space provided below to make any notes you wish to keep to help you to prepare for assessment in each of the procedures taught by your trainer. Your trainer may use the following questions for discussion following completion of practical activities.

1. List the causes of IRB capsize and describe what the driver can do to avoid this whenever possible.

2. After a capsized IRB is righted, if the motor will not start, what should the driver do?

3. What are the three steps in the 'abandon IRB routine'?

4. What steps should be taken to protect other beach users in the case of a fire on an IRB?

5. Other than fire, what circumstances might make it necessary to abandon the IRB?



Topic 4 - Post-operational procedures and maintenance

Introduction



This topic will help you answer the following questions:

1. What are the IRB driver's post operational responsibilities and how do they differ from those of the crew person?
2. What basic preventative maintenance should the driver be able to carry out?

Most of the content for this topic is in the SLSA Powercraft Manual 6th Edition. Your trainer will tell you when to refer to the Manual. This workbook contains the training activities and space for your notes.

Post-operational procedures and basic maintenance

Reference: Powercraft Manual, 6th Ed, p 58 - 65

The IRB driver's responsibilities for post-operational procedures include supervising and checking that all the crew person's tasks are carried out effectively. The driver takes overall responsibility for all post-operational procedures and also has a range of specific duties to complete.



Activity (Group) 4.1: Practical Activities

This session will involve you in a number of practical activities under the supervision of your trainer. Your trainer will explain and demonstrate the following tasks, which you will then have the opportunity to practise. You should expect to practise some of these tasks many times in developing your skills.

Task One

At the end of every practical training session, practise recovering, cleaning and storing the IRB including:

- Supervising the crew person in completion of their post operational tasks
- Removing the motor cowling, hosing the motor with fresh water and running out remaining fuel
- Removing and storing the motor in accordance with local policy and procedures
- Checking the IRB for damage, loose components or breakages
- Storing the IRB in accordance with local policy and procedures

Task Two

Conduct debriefing with crew person/s and take special note of any signs or symptoms of operational stress on the part of crew or self – particularly following challenging incidents, accidents or injuries to self or others. Complete IRB log and any other reports as required for the specific operations conducted or by organisational policies and procedures.

Task Three

Complete basic preventative maintenance such as:

- Lubrication and cleaning of the motor as required
- Replacement of spark plugs as required
- Adjusting the motor – particularly the idling control



Activity (Individual) 4.2: Post Operation Procedures

Use the space provided below to make any notes you wish to keep to help you to prepare for assessment in each of the procedures taught by your trainer. Your trainer may use the following questions for discussion following completion of practical activities.

1. What might indicate that the motor requires adjustment?

2. Why must the IRB log (and any other reports) be completed every time the IRB is used?

3. What are the signs and symptoms of operational stress in crew person/s and self and who should you report these to? Why?

4. What types of driving are likely to reduce the life expectancy of the IRB motor?



Assessment Information

Below is a description of the assessment tasks required to demonstrate competence in this course. This section is for information only. All evidence should be collected in the assessment portfolio section of this learner guide



Assessment Task 1: Written Questioning

This task is to assess your knowledge of your duties as an IRB Driver. This task will be conducted under exam conditions supervised by an assessor. Your assessor will supply you the assessment questions. Please write your answers in the space provided in the assessment portfolio section of this learner guide.



Assessment Task 2: Observation 1

Observation is to be carried out using an IRB and equipment in the beach environment during completion of normal duties over a period of time. You may need to gather some of the evidence in a simulated environment. If so this environment must mirror real conditions. Assessment is to occur on a one to one basis.

The IRB Driver has responsibility for ensuring equipment is operational and provides assistance to crew members in undertaking checks.

Tasks are to be performed with the IRB driver demonstrating leadership and two way communication skills with crew members. Organisational policies and procedures are to be followed in all situations.



Assessment Task 3: Observation 2

Observation is to be carried out using an IRB and equipment in the beach environment during completion of normal duties over a period of time. You may need to gather some of the evidence in a simulated environment. If so this environment must mirror real conditions.

Assessment is to occur on a one to one basis.

Tasks are to be performed with the IRB driver demonstrating leadership and two way communication skills with crew members. Organisational policies and procedures are to be followed in all rescue situations.

Assessment is to occur on a one to one basis.

Candidates are to perform a minimum of four rescues:

- Rescue 1- Beyond the break
- Rescue 2- With IRB capsizing
- Rescue 3- In hazardous conditions such as fog, rain, floating debris, headlands etc
- Rescue 4- In white-water



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Assessment Portfolio
Silver Medallion (IRB Driver)



Assessment Portfolio

This portfolio includes all of the evidence you are required to submit to your assessor to demonstrate competence in the Silver Medallion (IRB Driver) and the related competencies listed in the competency record below.

Learner Details

First Name:		Surname:	
Date of Birth:		Club / Group:	
Telephone:			
Email:			

Competency Record

		Competent	Not Yet Competent
SLSA Course			
Silver Medallion (IRB Driver)			
Nationally Recognised Units of competency			
PUAEQU001A Prepare, maintain and test response equipment			
PUASAR010A Undertake rescue operation in a small power craft			
Assessor Name			
Assessor Signature		Date	



Assessment Summary

Participant Name:			
Assessment Tasks	Date Completed	Satisfactory/ Not Satisfactory (N/NS)	Assessor Signature
Task 1: Written Questions (Put an "X" through any incorrect answers) 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26			
Task 2: Observation One – Pre-operational Checks			
Task 2: Observation One – Post-operational Checks			
Task 2: Observation One – Motor Restart			
Task 3: Observation Two			
Task 4: Log of Crew Hours – Date Sighted:			
Comments:			



Assessment Tasks



Assessment Task 1: Written Questioning

Your assessor will supply you the assessment questions, please write your answers in the space provided below.

1.

2.

3.

4.

5.



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6.

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23.



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24.

- (Part A)

- (Part B)

25.

- (Part A)

- (Part B)

26.



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Assessment Task 2: Observation 1

Observation is to be carried out using an IRB and equipment in the beach environment during completion of normal duties over a period of time. You may need to gather some of the evidence in a simulated environment. If so this environment must mirror real conditions.

The IRB Driver has responsibility for ensuring equipment is operational and provides assistance to crew members in undertaking checks.

Tasks are to be performed with the IRB driver demonstrating leadership and two way communication skills with crew members. Organisational policies and procedures are to be followed in all situations.

Pre-operational check	Yes	No	Explanation/description of evidence sighted/comments
Does the candidate perform the following satisfactorily?			
Check Logbooks			
Check IRB in a logical manner			
Refuel motor using correct fuel mix in well ventilated area			
Refuel motor following organisational procedure			
Secure fuel cell to the IRB and attach to motor			
Ensure a fire extinguisher is available			
Report any missing or faulty equipment			
Test equipment according to organisational procedures			
Update equipment records as required			
Secure fuel cell to the IRB and attach to motor			
Ensure a fire extinguisher is available			



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Post Operational Checks			
Does the candidate perform the following satisfactorily?	Yes	No	Explanation/description of evidence sighted/comments
Remove IRB from beach			
Check for any damage to IRB or motor			
Restore, clean and service equipment			
Check for signs of operational stress on equipment			
Update equipment records as required			
Motor restart procedure			
Does the candidate perform the following satisfactorily?	Yes	No	Explanation/description of evidence sighted/comments
Diagnose basic motor faults			
Ensure motor is switched off and follow safe fuel handling procedures			
Update equipment records as required			
Remove motor from IRB and hose down with fresh water			
Remove spark plugs			
Drain the carburettor			
Invert motor and pull starter (20 times)			
Insert petrol into cylinder heads			
Invert motor and pull starter (10 times)			
Replace carburettor drain plug			
Clean spark plugs (or replace)			
Run engine for a minimum of two hours			

Comments

The candidate has performed these tasks to the organisational standards required:

Assessor Name: _____ Signature: _____ Date: _____



Assessment Task 3: Observation 2

Observation is to be carried out using an IRB and equipment in the beach environment during completion of normal duties over a period of time. You may need to gather some of the evidence in a simulated environment. If so this environment must mirror real conditions. Assessment is to occur on a one to one basis.

Tasks are to be performed with the IRB driver demonstrating leadership and two way communication skills with crew members. Organisational policies and procedures are to be followed in all rescue situations. Assessment is to occur on a one to one basis.

Candidates are to perform a minimum of four rescues:

Rescue 1- Beyond the break

Rescue 2- With IRB capsizing

Rescue 3- In hazardous conditions such as fog, rain, floating debris, headlands etc

Rescue 4- In white-water

Does the candidate perform the following satisfactorily?	R 1	R2	R3	R4
	Yes/No	Yes/No	Yes/No	Yes/No
Obtain information				
Determine equipment required for rescue				
Brief team members				
Conduct pre launch checks				
Wear appropriate PPE				
Check equipment is in working order				
Check radio is secure and working				
Ensure crew members are wearing appropriate PPE				



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Does the candidate perform the following satisfactorily?	R 1	R2	R3	R4
	Yes/No	Yes/No	Yes/No	Yes/No
Ensure crew members are seated in correct position				
Ensure safety of crew members and self				
Board IRB maintaining grip on throttle				
Start motor according to procedures				
Launch IRB between waves				
Negotiate conditions safely				
Monitor hazards at all times to ensure safety of crew				
Turn IRB effectively				
Does the candidate perform the following satisfactorily?	R 1	R2	R3	R4
	Yes/No	Yes/No	Yes/No	Yes/No
Acknowledge signals from shore				
Respond to signals from shore				
Monitor hazards at all times to ensure safety of crew				
Align patient on port side of IRB				
Instruct crew person in timing to perform effective patient pick up (traditional or tea-bag method acceptable)				
Perform rescue adequately				
Idle motor during rescue				
Maintain bow of IRB square with the waves				
Assist crew to patient into IRB				
Does the candidate perform the following satisfactorily?	R 1	R2	R3	R4
	Yes/No	Yes/No	Yes/No	Yes/No
Use signal to return to shore				
Use signal for assistance required				
Safely beach IRB				



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Select a wave to follow and move to shore				
Tilt motor before beaching IRB				
Drag IRB to beach and leave in draining position				
Effectively remove patient from IRB				
Carry and lay patient to safe site				
Assess patient for need to conduct rescue breathing				
Monitor airway and breathing				
Does the candidate perform the following satisfactorily?	R 1	R2	R3	R4
	Yes/No	Yes/No	Yes/No	Yes/No
PUASAR010A element 5 and PUAEQ001A element 3				
Recover IRB from site				
Restore, clean and service equipment				
Recognise signs of operational stress and report promptly				
Debrief crew members				
Complete relevant logs				

Comments

The candidate has performed these tasks to the organisational standards required:

IRB Instructor/Assessor Name: _____

Signature: _____ Date: _____



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Course Feedback
Silver Medallion (IRB Driver)

Course date: _____ Location: _____ your name: _____
 (Optional)

Trainer(s) & Assessor(s): _____

Your evaluation of this program is very important. It enables us to improve our training programs and the quality of our service.

Statements	Strongly disagree	Disagree	N/A	Agree	Strongly Agree
Course Content					
The course was explained to me prior to commencing and met my expectations.					
The course had the right balance between theory and practice.					
The course was the right duration and intensity.					
General comments on course content					
Course Material					
The course materials were clear and easy to follow.					
The activities were realistic and effective.					
The course materials will be a useful ongoing reference.					
General comments on course material					
Training Personnel					
Knowledge was sufficient to effectively deliver the course.					
Kept the course interesting and interactive.					
Provided clear and complete answers to questions.					
General comments for the facilitator					
Overall outcomes					
My knowledge and skills increased as a result of this course.					
This course has helped me meet or clarify my goals.					
Course assessment activities were fair and realistic.					
General comments about the overall outcomes of the course					

Thank you for taking the time to provide this feedback