



AUSTRALIAN LIFESAVING  
**ACADEMY**

# Silver Medallion (IRB Driver) Learner Guide

PUAEQU001B – Prepare, maintain and test response equipment

PUASAR010B – Undertake a rescue operation in a small powercraft



## Acknowledgments

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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 Crewpersons

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

Hull - The IRB not including the 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.



**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.



**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:

- PUAEQU001B Prepare, maintain and test response equipment
- PUASAR014A Operate and maintain a small powercraft and motor for rescue operations.

These units form a part of the nationally recognised PUA31310 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
- 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	
Pre-requisite units of competency	
Competency code and title	Found in the following SLSA awards (For club members)
PUACOM001C Communicate in the workplace	Bronze Medallion
PUAEME001B Provide emergency care Or HLTF A201A Provide basic emergency life support	
PUAOPE013A Operate communication systems and equipment	



## Course Outcomes

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

Understand the roles and responsibilities of an IRB Driver, including:

- List the duties of an IRB Driver
- List the safety considerations when operating an IRB
- Provide direction to an IRB Crewperson in all their operational duties
- Communicate effectively with crewperson, the public and patients in the normal performance of duties.

Drive an IRB

- Identify the components of an IRB motor
- Launch an IRB safely and efficiently
- List motor hazards in the surf
- Safely and efficiently negotiate the surf while driving an IRB
- Perform emergency procedures

Perform rescues in an IRB as a Driver

- Perform conscious and unconscious patient pick-ups
- Perform complex rescue operations including swimming rescues, sailboarder and kite surfer rescues
- Contribute to search and rescue operations; liaising effectively with other emergency response services as required

Prepare and maintain an IRB motor

- Perform pre-operational checks and preventative maintenance of the IRB motor
- Perform post-operational maintenance of the IRB motor
- Perform motor re-start procedure after immersion in the surf
- Report major wear or damage according to organisational procedures

## What you need to complete this course

You need:

- a qualified IRB Training Officer (trainer)
- an experienced and qualified IRB Driver (may be the IRB trainer)
- SLSA Powercraft Manual 7<sup>th</sup> 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



## 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.



## Topic 1 – Course Introduction



This topic will help you answer the following questions:

1. What is this course about?
2. How will this course be assessed?
3. What are the key safety issues when driving an IRB?
4. What is the role of an IRB Driver?
5. What are the responsibilities of the Driver and Crew?

Most of the content for this topic is in the SLSA Powercraft Manual 7th 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 those of your crew 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.



**Activity (Group) 1.1: Powercraft Code of Conduct** Reference:  
Powercraft Manual 7<sup>th</sup> Ed, p 11

You are already familiar with the Powercraft Code of Conduct from your training and experience as a crewperson. 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?

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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.

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

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## Role of the Driver

Reference: Powercraft Manual 7<sup>th</sup> Ed, p 50

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



### Activity (Group) 1.2: Role and Responsibilities of the IRB Driver

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:

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### 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?

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

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

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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?

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

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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 Crewperson

Your safety and the safety of others rely on effective teamwork between you and the IRB crewperson. 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 a crewperson.

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

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

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

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4. How do good IRB drivers help crewpersons to do a better job?

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## Communication Skills for IRB Drivers

Reference: Powercraft Manual 7<sup>th</sup> Ed, p 10 – Communications & p 50 – Duty Statement – IRB Driver

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 crewperson 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 crewperson, 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 – Revision of IRB Equipment and Driver and Crewperson Duties



This topic will help you answer the following questions:

1. What IRB equipment will I be working with and where is it stored?
2. What are the key safety issues in the IRB equipment area?
3. What are the roles of the Driver and Crewperson when preparing for IRB operations?

Most of the content for this topic is in the SLSA Powercraft Manual 7<sup>th</sup> Edition. Your trainer will tell you when to refer to the Manual. This workbook contains the training activities and space for your notes.



### Activity (Group) 2.1: IRB Equipment

Your trainer will show you equipment and demonstrate its use, and discuss relevant procedures with you.

#### Task One

Familiarisation with the IRB area. Name the equipment and its storage areas; explain safety precautions such as safe storage of fuel procedures.

#### Task Two

Discuss any relevant SLSA equipment policy and equipment approved by SLSA

#### Task Three

Discuss safe manual handling procedures including coordinating the movement of the IRB and using towing equipment and local standard operating procedures for using towing equipment and knots and lashings



## Crewperson Pre-operational Duties



### Activity (Group) 2.2: Practical Activities

Your trainer will discuss and demonstrate the role of an IRB crewperson when preparing for IRB operations, including:

1. Inflation to correct pressure
2. Assisting Driver with fuelling
3. Assisting Driver with placing motor onto the transom
4. Ensuring that all foot straps and handles are secure
4. Checking ancillary equipment
5. Completing log books
6. Reporting damaged equipment
7. Warming up

Reference: Powercraft Manual p 24-29

## Driver Pre-operational Duties



### Activity (Group) 2.3: Practical Activities

Your trainer will discuss and demonstrate the role of an IRB driver when preparing for IRB operations, including:

1. Checking logbooks and preparing the motor
2. Supervise and assist the Crewperson in the set-up and checks of the IRB hull
3. Assembly of the fuel cell and motor onto the hull
4. Set-up of radio communications.

Reference: Powercraft Manual 7<sup>th</sup> Ed p 54-56



### Activity (Individual) 2.4: Review Pre-launch Activities

Use the questions below to review the practical tasks in this topic.

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

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

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

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4. What three things should you look for when checking the propeller safety guards?

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5. What checks should be performed on the motor to confirm operational readiness?

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6. What is the ideal range of inflation for the IRBs at your club and what would be the possible outcomes of under or over inflation?

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## Topic 3 – Introduction to Driving an IRB



This topic will help you answer the following questions:

1. How should I warm up for IRB activities?
2. How is the IRB carried safely?
3. How do I enter the IRB as Driver?
4. What are the techniques I will use as an IRB Driver?

Most of the content for this topic is in the SLSA Powercraft Manual 7<sup>th</sup> Edition. Your trainer will tell you when to refer to the Manual. This workbook contains the training activities and space for your notes.

### Warming up for IRB Personnel

At the start of any practical training session and prior to routine operations IRB personnel should warm-up physically to minimise the risk of injury. Your trainer will supervise you to perform a 10-15 minute warm-up that includes a heart-rate raising activity such as jogging, followed by stretching.

### Manual Handling of the IRB

Reference: Powercraft Manual 7<sup>th</sup> Ed, p 13-15



#### Activity (Group) 3.1: Practical Activities

This session will involve you in practical activities. Your trainer will explain and demonstrate the following tasks, which you will then have the opportunity to practise:

Practice correct manual handling procedures with IRB and equipment:

1. In the IRB storage area
2. On the beach

Discuss and practice correct transportation of IRBs using trailers, ATVs or beach vehicles.



## Introduction to IRB Driving Techniques

Reference: Powercraft Manual 7<sup>th</sup> Ed p 50-69

Initially you will practice IRB driving techniques in an unladen IRB on land, before progressing to practicing in the water.



### Activity (Group) 3.2: Practical Activities

This session will involve your participants in practical activities. Your trainer will explain and demonstrate the following tasks, which you will then have the opportunity to practise:

1. Launching – entry to the boat
2. Sitting positions in all IRB class types
3. Hand and foot positions
4. Driver techniques when turning, parallel runs, negotiating the break
5. Trimming the boat
6. Emergency drills
7. Roll over procedure -including surfing an IRB to shore
8. Search and rescue techniques
9. Patient pick-up
10. Resuscitation of patient in the boat
11. Return to shore
12. Transporting and lifting patients out of the boat
13. Solo driving



## Topic 4 – Prepare and Drive the IRB



This topic will help you answer the following questions:

1. What is the driver's role in setting up and restoring the IRB?
2. How do I work with a crewperson 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 7th Edition. Your trainer will tell you when to refer to the Manual. This workbook contains the training activities and space for your notes.

### Equipment Set-up

At the start of every practical training session you will practice driver pre-operational procedures, as demonstrated in topic 2, and supervising a crewperson to perform their duties. Your trainer will supervise you whilst you do this.

### Prepare and drive the IRB (Part 1)

### Crewing Skills Review

Reference: Powercraft Manual 7<sup>th</sup> Ed, p 32-35

In the early stages of training, candidates should crew the boat whilst the Trainer launches it, before swapping over in open water. Further into training candidates may also crew for each other if a qualified trainer is present. Therefore, a recap of safe crewing techniques is necessary



### Activity (Group) 4.1: 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.

#### Task One

On the beach simulate boarding the IRB as a Crewperson, and the correct positions for left and right turns, and punching a wave.

#### Task Two

Launch and board the IRB in water and practice crewing skills in the water, including communications skills and signals.



## Basic driving skills

Reference: Powercraft Manual, 7<sup>th</sup> Ed, p 58-65



### Activity (Group) 4.2: Practical Activities

This session will involve you in a number of practical activities. To start with your Trainer may drive the IRB at launch then swap positions with you in open water. This is to give you practice at controlling the boat before having to deal with surf. 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 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.

## Post-operational procedures and basic maintenance

Reference: Powercraft Manual, 7<sup>th</sup> Ed, p 30-31 & 72-76

The IRB driver's responsibilities for post-operational procedures include supervising and checking that all the crewperson'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) 4.3: 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 crewperson 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
- Refilling the fuel cell.

**Task Two**

Conduct debriefing with crewperson/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) 4.4: 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?

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

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3. What procedures do I follow if there is any damage to the IRB?

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4. What factors affect the life expectancy of an IRB?

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Prepare and drive the IRB (Part 2)

## Launching and boarding an IRB

Reference: Powercraft Manual, 7<sup>th</sup> Ed, p 58-60



### Activity (Group) 4.5: 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 crewperson 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 crewperson 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 (Group) 4.6: Basic Driving Skills

#### Task one

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.

#### Task Two

Practice 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.



### Activity (Individual) 4.7: 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 crewperson/s when to board the IRB at launch?

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2. What are the different boarding procedures that may be used to successfully board the IRB?

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

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

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Prepare and drive the IRB (Part 3)

## Advanced driving skills

Reference: Powercraft Manual, 7<sup>th</sup> Ed, p 58-67



### Activity (Group) 4.8: Practical Activities

This session will involve you in a number of practical activities with your trainer or an experienced IRB Driver acting as your crewperson. 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 driving the boat out through moderate surf while providing instructions to the crewperson 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 Two

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

#### Task Three

Practice solo driving, as would be required if your crewperson fell overboard. Including picking up a crewperson and returning to shore solo.

#### Task Four

Practise returning to shore in more challenging conditions, including the use of signals.



### Activity (Individual) 4.9: 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 crewperson/s while manoeuvring the IRB.



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2. What steps should the driver take upon deciding to return to shore?

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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?

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4. What are the three recognised methods for removing weed from the propeller?

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5. What is cavitation and how can it be avoided?

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## Topic 5 - 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 7<sup>th</sup> Edition. Your trainer will tell you when to refer to the Manual. This workbook contains the training activities and space for your notes.

### Drive IRB to participate in rescues and perform emergency drills (Part 1)

#### Rescue operations

Reference: Powercraft Manual, 7<sup>th</sup> Ed, p 37-42, 68-69 & Ch 5 Search and Rescue Operations



#### Activity (Group) 5.1: 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 crewperson. 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 crewperson 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 LifeTec 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

Practice rescues from launch to carrying the patient from the IRB upon returning to the beach (including use of signals). Practice prioritising patients in a simulated mass rescue.



### Activity (Individual) 5.2: Rescues Review

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, e.g., crewperson or patient?

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

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

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

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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?

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Drive IRB to participate in rescues and perform emergency drills (Part 2)

## Advanced Rescue Operations

Reference: Powercraft Manual, 7<sup>th</sup> Ed, p 37-42 & 68-69



### Activity (Group) 5.3: Practical Activities

This session involves a number of practical activities. You will need explain and demonstrate the following tasks one at a time before supervising participant practise.

#### Task One

As for Activity 5.1, in slightly more challenging conditions, e.g., broken water. Gradually increase the difficulty or level of challenge as your skills develop. Practise instructing the crewperson to perform rescues using the rescue tube when conditions require this.

#### Task Two

Practice rescue skills from start to finish, making all the decisions required during the process and maintaining appropriate communication with crewperson, beach patrol and others involved, e.g.:

- Receive the call
- Prepare and launch the IRB
- Maintain communication
- Effect the rescue/s
- Transport the patient



### Activity (Group) 5.4: Search and rescue (SAR) operations

Answer the following questions as your trainer leads a discussion about how you may be required to contribute to search and rescue operations.

1. Which other agencies and resources may we work with on a SAR operation?

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2. What factors need to be taken into account when planning a SAR operation?

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3. What procedures should be followed when recovering a body?

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Drive IRB to participate in rescues and perform emergency drills (Part 3)

## IRB Emergencies

Reference: Powercraft Manual, 7<sup>th</sup> Ed, p 45-46 & 70-76

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 crewperson/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) 5.5: 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 crewperson. 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) 5.6: 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.

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

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

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

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5. How is an IRB with a disabled motor returned to shore?

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## Topic 6 – IRB Towing and Buoy Laying



This topic will help you answer the following questions:

1. What State marine laws affect towing?
2. How to attach/remove a tow rope
3. How to store buoy and anchors in the IRB
4. How to lay buoys

Most of the content for this topic is in the SLSA Powercraft Manual 7<sup>th</sup> Edition. Your trainer will tell you when to refer to the Manual. This workbook contains the training activities and space for your notes.



### Activity (Group) 6.1: 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:

#### Task One

Discuss and practice correct towing procedures. You will cover state marine laws regarding towing and attaching/removing tow ropes.

#### Task Two

Discuss and practice correct IRB buoy laying (single buoy)

1. Storage of anchors and buoys in the IRB
2. Safely manoeuvring in the IRB with anchors and buoys
3. Safely laying and retrieving buoys

### Activity (Individual) 6.2: Review Transport and Towing

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



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1. Why must sharp or heavy items be stowed in the stern of the IRB rather than the bow?

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6. What safety precautions should be taken when buoy lines are in the IRB?

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3. What is the largest size vessel that can be towed by an IRB?

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4. Describe one of the types of knot you may use to secure craft

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5. When you are observing the towed boat, what should you do if it begins to yaw rapidly?

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## Topic 7 – IRB Assembly, Storage and Maintenance



This topic will help you answer the following questions:

1. How do we assemble an IRB that has been in storage?
2. How is an IRB deflated and packed up for storage?
3. What other basic maintenance may I be expected to assist with?



### Activity (Group) 7.1: 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:

#### Task One

Discuss and practice IRB assembly and disassembly, including:

1. Fully inflating and deflating the IRB
2. Inserting and removal of floorboards (class 1 and 3)
3. Review manufacturer's operating manual and instructions for basic maintenance
4. Rolling up and storing IRBs (class 1 and 3)



## Topic 8 – Revision and Reflection



This topic will provide you with the opportunity to reflect on the course and revise material in preparation for assessment



### Activity (Group) 8.1: Practical Activities

#### Task One

Your trainer will reconfirm the topic outcomes and you will have the opportunity to ask questions.

#### Task Two

Ensure that this Learner Guide is completed and discuss with your trainer any queries that you have.

#### Task Three

Your trainer will explain the assessment procedure to you, then you will complete a course feedback form.



## 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: Training Log

Candidates must demonstrate that they have completed their practical training in a variety of local surf conditions and record this training in the log of training hours presented for assessment. This training must be supervised by an IRB Training Officer and the training log sighted by an IRB Assessor.

If local surf conditions do not provide a full range of training opportunities, candidates should undertake additional training if they wish to drive an IRB in another area.



### Assessment Task 2: 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. The assessment questions will be provided by your assessor. Please write your answers in the space provided. Your Assessor will supervise you in completing this assessment.



### Assessment Task : 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 crewpersons in undertaking checks.

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



## Assessment Task 4: 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 crewpersons. Organisational policies and procedures are to be followed in all rescue situations.

Candidates are to perform a minimum of three rescues:

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



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NOTES:



## 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			
PUAEQU001B Prepare, maintain and test response equipment			
PUASAR014A Operate and maintain a small powercraft and motor for rescue operations.			
Assessor Name			
Assessor Signature		Date	



## Assessment Summary

Participant Name:			
Assessment Tasks	Date Completed	Satisfactory/ Not Satisfactory (N/S)	Assessor Signature
Task 1: Log of Training Hours – Date Sighted:			
Task 2: 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 3: Observation One – Pre-operational Checks			
Task 3: Observation One – Post-operational Checks			
Task 3: Observation One – IRB capsize procedure			
Task 3: Observation One – Motor re-start procedure			
Task 4: Observation Two - Rescues			
Comments:			



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### Assessment Task 1: Log of Training Hours

Candidates must complete a log of their training and demonstrate that they have completed their practical training in a full range of local surf conditions before they are presented for assessment.

This log can also be used as a tool by candidates and trainers to monitor their learning and ensure that they are competent in a full range of conditions.

Participant Name: \_\_\_\_\_

Date	Training hours	Surf/Weather Conditions					Training Officer Signature
		Wind:	Nil	Slight	Moderate	Strong	
		Seas:	Calm	Chop	Moderate	Rough	
		Wave Height:	0-0.5m	0.5-1.5m	1.5-2.5m	2.5m +	
		Wind:	Nil	Slight	Moderate	Strong	
		Seas:	Calm	Chop	Moderate	Rough	
		Wave Height:	0-0.5m	0.5-1.5m	1.5-2. m	2.5m +	
		Wind:	Nil	Slight	Moderate	Strong	
		Seas:	Calm	Chop	Moderate	Rough	
		Wave Height:	0-0.5m	0.5-1.5m	1.5-2.5m	2.5m +	
		Wind:	Nil	Slight	Moderate	Strong	
		Seas:	Calm	Chop	Moderate	Rough	
		Wave Height:	0-0.5m	0.5-1.5m	1.5-2.5m	2.5m +	
		Wind:	Nil	Slight	Moderate	Strong	
		Seas:	Calm	Chop	Moderate	Rough	
		Wave Height:	0-0.5m	0.5-1.5m	1.5-2.5m	2.5m +	
		Wind:	Nil	Slight	Moderate	Strong	
		Seas:	Calm	Chop	Moderate	Rough	
		Wave Height:	0-0.5m	0.5-1.5m	1.5-2.5m	2.5m +	



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Date	Training hours	Surf/Weather Conditions					Training Officer Signature
		Wind:	Nil	Slight	Moderate	Strong	
		Seas:	Calm	Chop	Moderate	Rough	
		Wave Height:	0-0.5m	0.5-1.5m	1.5-2.5m	2.5m +	
		Wind:	Nil	Slight	Moderate	Strong	
		Seas:	Calm	Chop	Moderate	Rough	
		Wave Height:	0-0.5m	0.5-1.5m	1.5-2.5m	2.5m +	
		Wind:	Nil	Slight	Moderate	Strong	
		Seas:	Calm	Chop	Moderate	Rough	
		Wave Height:	0-0.5m	0.5-1.5m	1.5-2.5m	2.5m +	
		Wind:	Nil	Slight	Moderate	Strong	
		Seas:	Calm	Chop	Moderate	Rough	
		Wave Height:	0-0.5m	0.5-1.5m	1.5-2.5m	2.5m +	
		Wind:	Nil	Slight	Moderate	Strong	
		Seas:	Calm	Chop	Moderate	Rough	
		Wave Height:	0-0.5m	0.5-1.5m	1.5-2.5m	2.5m +	
		Wind:	Nil	Slight	Moderate	Strong	
		Seas:	Calm	Chop	Moderate	Rough	
		Wave Height:	0-0.5m	0.5-1.5m	1.5-2.5m	2.5m +	
		Wind:	Nil	Slight	Moderate	Strong	
		Seas:	Calm	Chop	Moderate	Rough	
		Wave Height:	0-0.5m	0.5-1.5m	1.5-2.5m	2.5m +	



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Date	Training hours	Surf/WeatherConditions					Training Officer Signature
		Wind:	Nil	Slight	Moderate	Strong	
		Seas:	Calm	Chop	Moderate	Rough	
		Wave Height:	0-0.5m	0.5-1.5m	1.5-2.5m	2.5m +	
		Wind:	Nil	Slight	Moderate	Strong	
		Seas:	Calm	Chop	Moderate	Rough	
		Wave Height:	0-0.5m	0.5-1.5m	1.5-2.5m	2.5m +	
		Wind:	Nil	Slight	Moderate	Strong	
		Seas:	Calm	Chop	Moderate	Rough	
		Wave Height:	0-0.5m	0.5-1.5m	1.5-2.5m	2.5m +	
		Wind:	Nil	Slight	Moderate	Strong	
		Seas:	Calm	Chop	Moderate	Rough	
		Wave Height:	0-0.5m	0.5-1.5m	1.5-2.5m	2.5m +	
		Wind:	Nil	Slight	Moderate	Strong	
		Seas:	Calm	Chop	Moderate	Rough	
		Wave Height:	0-0.5m	0.5-1.5m	1.5-2.5m	2.5m +	
		Wind:	Nil	Slight	Moderate	Strong	
		Seas:	Calm	Chop	Moderate	Rough	
		Wave Height:	0-0.5m	0.5-1.5m	1.5-2.5m	2.5m +	

The candidate has practical training in the IRB in a full range of local conditions and performed the tasks to the organisational standards required:

IRB Driver Candidate Name: \_\_\_\_\_ Signature: \_\_\_\_\_

IRB Training Officer Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Assessor Name \_\_\_\_\_ Signature \_\_\_\_\_

Date: \_\_\_\_\_



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## Assessment Task 2: Written Questioning

Your assessor will provide you with a theory paper that includes both questions and a space to record your response.



### Assessment Task 3: 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			
Does the candidate perform the following satisfactorily?	Yes	No	Explanation/description of evidence sighted/comments
Check logbooks			
Check IRB in a logical manner			
Refuel motor using correct fuel mix in well ventilated area, following organisational procedure			
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			
Use safe manual handling techniques			
Follow organisational procedures for safely transporting IRB to the beach			



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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			
IRB capsize procedure			
Does the candidate perform the following satisfactorily?	Yes	No	Explanation/description of evidence sighted/comments
Checks on crew and any passengers			
Provides instructions to crew and they together re-right IRB			
Attempts to re-start motor			
If motor does not start, Driver and Crew surf the IRB back to the beach			
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			



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**Assessment Portfolio**  
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Comments

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

IRB Assessor Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_



### Assessment Task 4: 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 three rescues:

Rescue 1- Beyond the break

Rescue 2- In hazardous conditions such as fog, rain, floating debris, headlands etc

Rescue 3- In white-water

Does the candidate perform the following satisfactorily?	R1	R2	R3
	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
	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
	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 crewperson 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
	Yes/No	Yes/No	Yes/No
Use signal to return to shore			
Use signal for assistance required			
Safely beach IRB			
Select a wave to follow and move to shore			
Tilt motor before beaching IRB			
Drag IRB to beach and leave in draining position			



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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
	Yes/No	Yes/No	Yes/No
Recover IRB from site			
Restore, clean and service equipment			
Recognise signs of operational stress and report promptly			
Debrief crew members			
Complete relevant logs			

Comments

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

IRB Assessor Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**Australian Lifesaving Academy**  
**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
<b>Course Content</b>					
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					
<b>Course Material</b>					
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					
<b>Training Personnel</b>					
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					
<b>Overall outcomes</b>					
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